



HOWARD COUNTY DEPARTMENT OF COUNTY ADMINISTRATION

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Voice/Relay

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TO: Howard County Employees

FROM: Lonnie R. Robbins
Chief Administrative Officer

SUBJECT: COVID-19 Update to Employees

DATE: May 14, 2020

This communication was sent via global email to all Howard County employees on Thursday, May 14, 2020 at 3:37 p.m.

Dear Employees,

It has been over a month and a half since the County reduced operations to core functions to contain the spread of COVID-19. Yesterday, the Governor made important announcements regarding his Maryland Strong, Roadmap to Recovery as his Stage 1 plan for the gradual reopening of Maryland businesses and activities has commenced. Meanwhile, County Executive Calvin Ball has noted that Howard County will make decisions based on health data, and on the safety and welfare of our residents. Previously, County Executive Ball had convened a "HoCo Rise" committee to provide guidance to Howard County on how to safely phase in an easing of restrictions related to the COVID-19 pandemic as the Governor eases Statewide restrictions. Specific to government operations, this also includes an internal task force to look at how Howard County Government can, first, bring additional employees safely back into the workplace in phases, formalize expanded remote work options amidst this new normal, and, ultimately, allow the public back into government buildings all the while complying with best practices, recommendations and maintaining social distancing where practicable.

To keep you abreast, my office will be providing regular updates to you as we carefully move through the phased reopening. I expect to be able to provide initial guidance and resources to department heads and office administrators in the next couple of weeks, but the County will take a measured and smart approach to reopening to ensure your safety. The guidance will contain the steps that departments will need to take before bringing additional employees back into the workplace and how we will phase in additional operations and eventually open our buildings to the general public.

We expect that this guidance will evolve and that there will be adjustments as circumstances change. I appreciate your cooperation and your continued commitment to each other's safety while continuing with your important work.

We are all in this together and will all get through this together.