

Information Item:
**Communicating with Employees –
During and After the Pandemic**

Deb McKinley, Manager, Programs and Administration

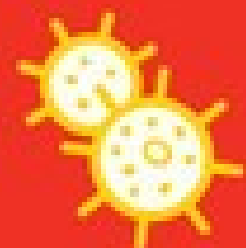
Environment Committee: July 27, 2021



During the pandemic

Environmental Services pandemic goals:

- ☑ Prevent the spread of COVID-19 in the workplace
- ☑ Reduce the risk of disruption to our essential services
- ☑ Support employee well-being



Do not come to work if you are feeling ill or begin to feel ill on the way to work. Stay home and notify your supervisor.

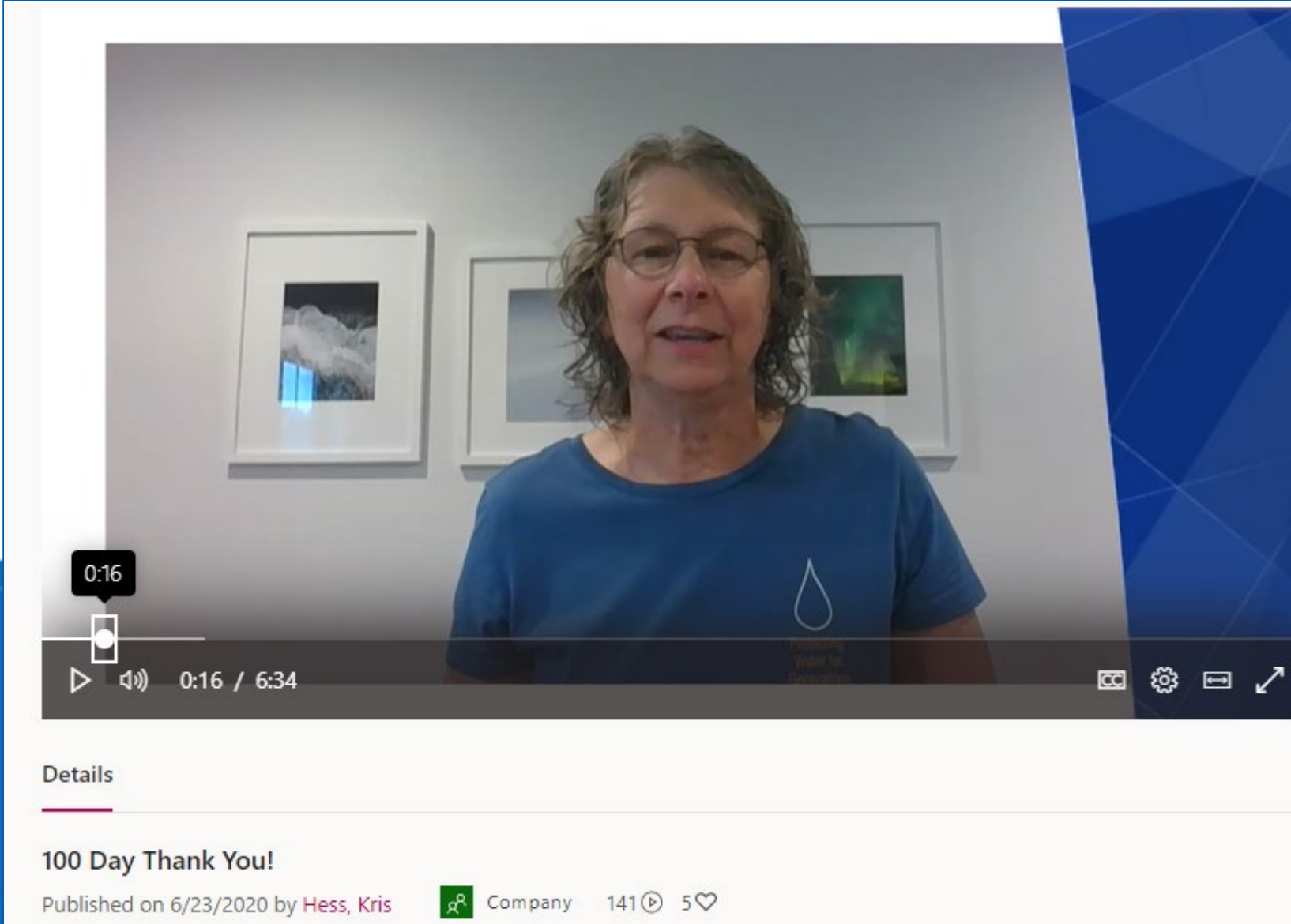
New ways to communicate

- AssuranceNM for immediate news
- Pandemic-specific newsletter, intranet page
- Virtual meetings
- Town hall meetings
- Videos
- Staff survey

Text Message
Today 9:11 AM

Message from the
Met Council
Emergency
Notification System:
Ill Employee at St.
Croix Valley

An employee working
at St. Croix Valley
yesterday,



0:16

0:16 / 6:34

Details

100 Day Thank You!

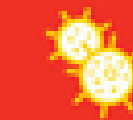
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ES COVID-19 Update for Employees

Thursday, May 20, 2021



Do not come to work if you are feeling ill or begin to feel ill on the way to work. Stay home and notify your supervisor.

Mask requirements remain at worksites

Federal COVID-19 mask-wearing guidelines eased last week for people who are fully vaccinated against the coronavirus, but MCES and Met Council mask protocols remain in place until further notice. Regardless of an employee's vaccination status, they must wear a mask while on-site unless they are in their own office or they are outdoors and can maintain a 6-foot distance from others.

"We are following the lead of the Met Council Incident Command Team, scientific findings, and federal and state guidelines," said **Ned Smith**, MCES incident commander. "For now, we want to err on the side of caution and keep our employees and their families safe."

There is no longer a statewide requirement to wear face coverings in most settings. The updated guidelines from the Centers for Disease Control and Prevention (CDC) allow governments, businesses, and workplaces to set their own requirements, and some area counties, cities, and businesses have continued mask requirements. People are considered fully vaccinated two weeks after their final vaccine dose. Read more details at [When You've Been Fully Vaccinated | CDC](#).

Tim Morrill, MCES's acting Safety manager, said, "We are continuing our workplace mask-wearing protocols for the benefit of our co-workers and their families, and for children and others who have not been fully vaccinated yet."

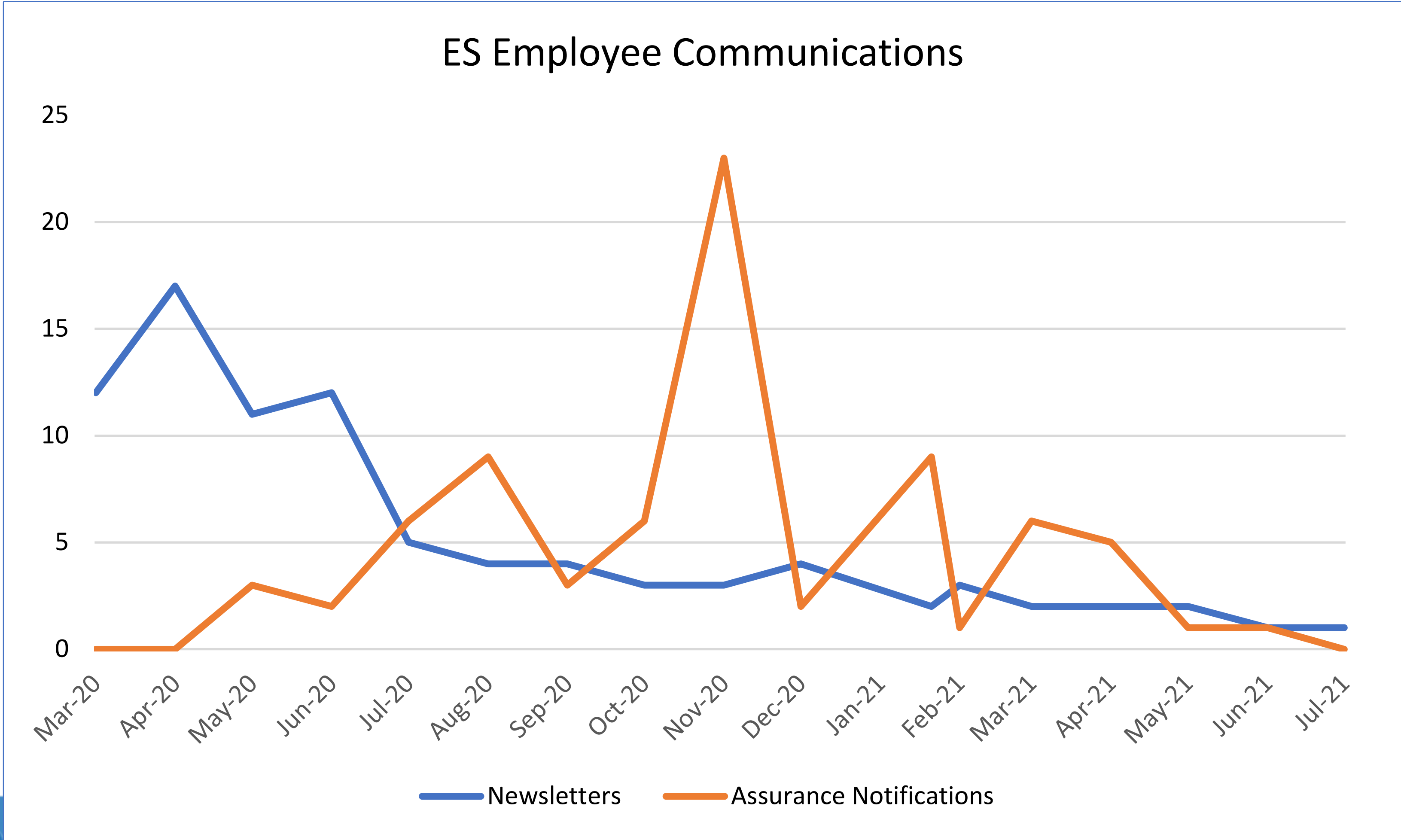
Some teleworkers return to the office in June

Starting in June, MCES staff who were required to telework to prevent the spread of COVID-19 are able to start increasing their work time in the office. Through August, teleworking employees should work with their managers to make any adjustments to work location schedules. Consulting with the designated site coordinator will make sure we meet site-specific safety needs.

Protecting the health and safety of our workforce is our top priority. Returning teleworkers will be provided guidance on practices and expectations, especially protocols to ensure the safety of all on-site employees. Additional signage may be posted on-site for clarity. Site coordinators are setting up meetings, as necessary, to share information pertaining to employees at each site. Approaches are being tailored to meet site-specific needs.

Most MCES locations do not anticipate significant changes to how many people are on-site since the majority of their employees have been working on-site or using a

Employee communications



- 88 all-ES newsletter issues
- 77 illness incidents communicated
- 16 townhalls

It's all about our people!

A: Who's Behind the Mask?

B: Who's Behind the Mask?

C: Who's Behind the Mask?



A: David Crothers B. Lulu Beyene C. Duke Vu. All masked and social distanced at the Metro Maintenance Building shop.



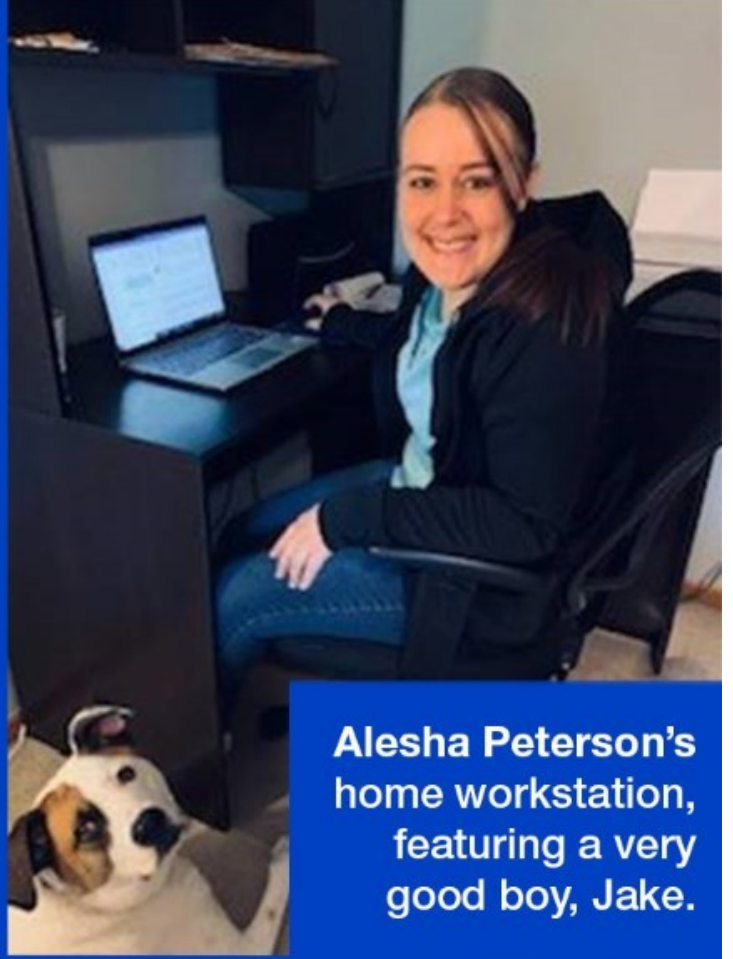
Jacob Gsellmeier enjoying Conesus Lake, in upstate New York, with enthusiasm this summer.



Mary Douglas Marshall's unofficial home office seat warmer, Katie.



Kim Cox's home workstation and her distracting co-worker, Todd.

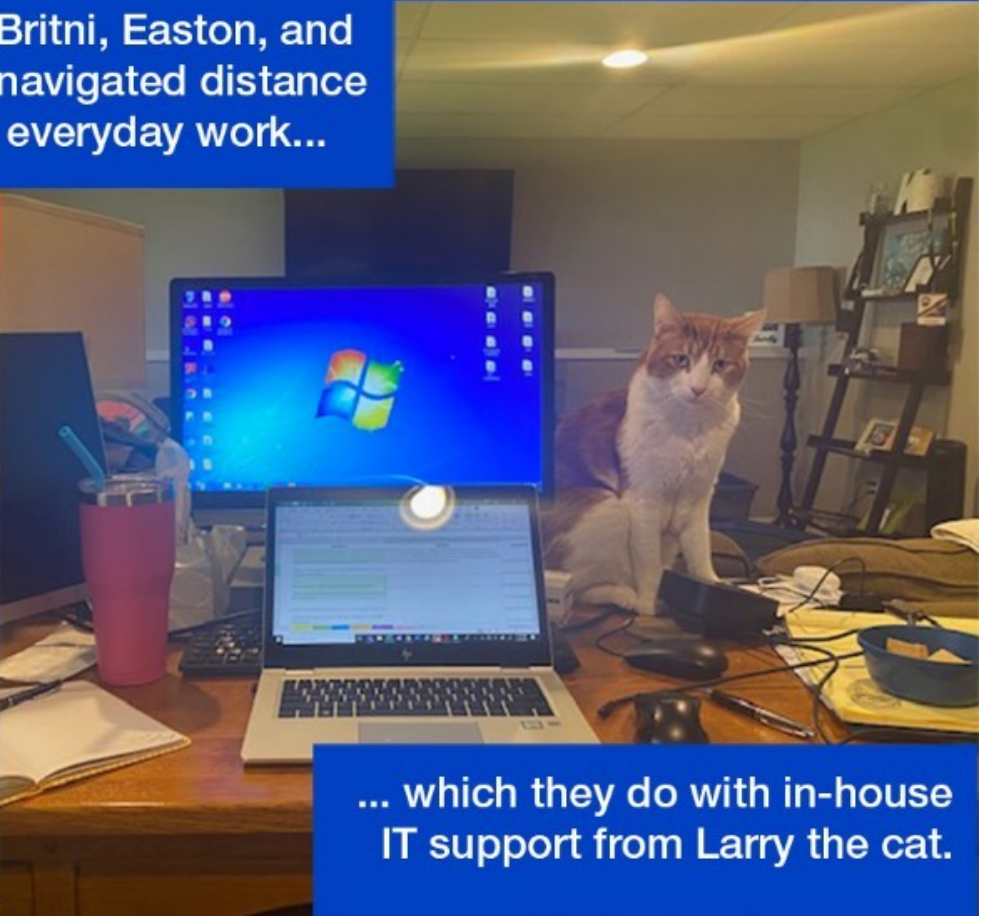


Alesha Peterson's home workstation, featuring a very good boy, Jake.



Betsy Haag's home workstation and her overbearing supervisor, Moose.

Britni Kesselring's family - Kinley, Britni, Easton, and husband Kyle. Together they have navigated distance learning while still performing their everyday work...



... which they do with in-house IT support from Larry the cat.

Lessons learned

- Employees must feel safe and protected
- Stay connected as people
- Address all employees: on-site, telework and hybrid-workplace
- Include multiple departments/perspectives/roles
- Timely, focused communication is critical
- Well-positioned technology to support telework
- Creativity doesn't need a crisis

Questions

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