

From: Maurice Jones
Sent: Friday, July 24, 2020 5:00 PM
To: Town Email Users
Subject: Manager's Weekly Update 7-24-20
Attachments: [Safe Vacation](#)

Hello Everyone,

We are heading into week 20 of our response to the pandemic and the heat wave continues with a heat index of 102° for the region on Tuesday of this week. Your health and the health of others is our first priority so if you work outdoors, especially for extended periods, please have a conversation with your supervisor (and supervisors with your direct reports) to ensure everyone is aware of the necessary protocols of wearing proper PPE (personal protective equipment) and how to get relief from the harsh elements. Even in the heat wave, wearing face coverings is required in Town facilities and anywhere physical distancing cannot be achieved. Please support each other in taking breaks and any other steps during your work outdoors to avoid heat exhaustion and other associated issues without compromising face coverings.

HRA and Employee Survey

Speaking of health, thanks to everyone who brought us to a 99% completion rate on this year's Health Risk Assessments! As with all of your duties and responsibilities, the extra mile you took to complete the HRA during COVID-19 is appreciated. In addition to this health diagnostic, Assistant Town Manager Mary Jane Nirdlinger sent out an employee survey earlier today that asks for your thoughts about safety, facility improvements, teleworking guidance and dependent care challenges. The input will be used to update some of our policies and procedures in response to COVID-19 and to learn how we can be better positioned to respond to future emergencies or unexpected situations. The survey will take 5-10 minutes to complete and will be available in paper and electronic formats.

UNC Students Return to Campus

Our current focus in the Town COVID-19 Emergency Operations Center is the return of UNC students. We are working with the University Administration and many community stakeholders to build shared protocols and plans to protect public health on and off campus. The Town Council has a meeting scheduled for next Wednesday UNC Provost Bob Blouin will provide additional information about their plans. For more information, please visit the [Carolina Together](#) website.

Wellness Resources

It bears repeating that COVID-19 presents challenges for us and our families that we have never had to face before. That is why I continue to share the resources below with you. I'm also attaching our Wellness@Work guidance about taking safe vacations. Please remember if you take a vacation to monitor your symptoms for two weeks after your return and if you have any doubts about your health call our Wellness Clinic at the number below.

- Submit employee questions and concerns to the Office of Risk Management at 919-969- 5035, rallen@townofchapelhill.org
- Contact the Town's Wellness Clinic: 919-968-2796, <https://chapelhillwellnessatwork.org/>
 - Please call first
 - Please note: the Town's Wellness Clinic does not have the capability to test for coronavirus; the staff can recommend whether you should seek additional medical guidance

- Your Blue Cross and Blue Shield health plan provides video diagnosis options. Visit <https://member.carefirst.com/members/health-wellness/video-visit.page>.
- Contact the Ombuds at ombuds@townofchapelhill.org or 919-265-0806
- If you need to talk with someone about personal problems and/or work-related problems that may impact your job performance, health, mental and emotional well-being, call 1-800-326-3864 or visit bhsonline.com.

Thank you for all you do. Please take care of yourself.

All the Best,
Maurice

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