

Good afternoon,

I wanted to follow up on the Governor and Lt. Governor's message sent to all staff and included below. We are entering a new stage of the response to the COVID-19 pandemic. As challenging as it may be, I have total confidence in the Governor, Lt. Governor, Commissioner Malcom, and all who are leading the state's response to keep all of us safe.

Know that we at the DOC continue to be closely involved in coordinating efforts. We have not detected COVID-19 in any DOC facility or office, and we are still engaged in efforts to prevent that from happening. At the same time, we are preparing as though it will happen at some point. For that reason, on Monday, we will officially activate the DOC Incident Management Team to actively engage in this effort.

As we head into the weekend, I want to stress the importance of the mitigation practices the Governor announced today. There are many strategies on the Minnesota Department of Health website:

<https://www.health.state.mn.us/diseases/coronavirus/action.html>

Please share and discuss the below strategies with your families. I also want to highlight a few specific items:

- Monitor local information about COVID-19 in your community.
- Think critically about community gatherings like religious services, school events, or other large gatherings.
 - If the event is larger than 250 people the recommendation is to cancel the event.
 - If it is less than 250 people, if you do decide to attend make sure you can be appropriately distanced from other attendees. The recommendation is not be closer than 6 feet from another person for more than 10 minutes.
- Put a household plan into action.
- Individuals with [underlying medical conditions](#) should consider staying at home and avoiding all gatherings or other situations of potential exposures, including travel.

In addition, please continue good personal hygiene practices:

- Stay home if you or a family member are sick.
- Stop handshaking –use other noncontact methods of greeting.
- Clean hands at the door and schedule regular hand washing reminders by email.
- Create habits and reminders to avoid touching faces and cover coughs and sneezes.
- Disinfect surfaces like doorknobs, tables, desks, and handrails regularly.
- Increase ventilation by opening windows or adjusting air conditioning.
- Limit food sharing.

Thank you and have a good – healthy and safe – weekend.

Paul

From: Office of Governor Tim Walz
Sent: Friday, March 13, 2020
Subject: Supporting state workforce through COVID-19



Office of Governor Walz & Lt. Governor Flanagan

March 13, 2020

Dear State Employee,

As our state responds to the COVID-19 pandemic, we know it is likely causing uncertainty and a host of emotions in your workplace and personal lives. This situation is new for all of us. We all accepted our jobs for a reason: to serve. Now more than ever, Minnesotans are counting on us to lead so we can continue to safely and effectively provide needed services.

Your health and well-being, as well as that of all Minnesotans, is my top priority. Today, we will issue Emergency Executive Order 20-01 that coordinates community mitigation strategies to prevent the further spread of COVID-19.

The recommendations below apply to our workplace as well and we have laid out implementation guidance on mn.gov/bereadymn.

- Telework if feasible
- Implement social distancing (6 feet or more) measures between workers
- Consider staggered work schedules
- Limit in-person meetings and work-related social gatherings
- Cancel all interstate and intrastate travel, except for certain exemptions
- Stay home if you are ill
- Cover your coughs and sneezes
- Wash your hands

Today's executive order gives us tools to respond quickly to the evolving situation. We will continue to provide your agency the best guidance on how to implement recommendations and future mitigation strategies as quickly as possible. Your agency leaders will also provide ongoing operational instructions to employees as the days go by.

For more information, the best resources are:

- mn.gov/bereadymn for broad information for all state employees
- Your supervisor and human resources office
- [Minnesota Department of Health website](https://www.health.state.mn.us/)
- [The Centers for Disease Control and Prevention website](https://www.cdc.gov/)

Thank you for your service and all you do for One Minnesota.

Sincerely,

Handwritten signatures of Governor Tim Walz and Lt. Governor Peggy Flanagan.

Governor Tim Walz

Lt. Governor Peggy Flanagan