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**From:** Mike Heitmann  
**Sent:** Wednesday, April 1, 2020 1:59 PM  
**To:** ZZComplete e-mail list  
**Subject:** COVID-19 Update 4-1-20

Good afternoon, employee-owners:

Below is an update on our COVID-19 response. The first part is additional information and the second part contains answers to the questions that have been submitted.

#### **ADDITIONAL INFORMATION:**

- After yesterday's question concerning the lack of hand sanitizer available, several employee-owners emailed us about checking with local distilleries. Many distilleries have switched from making alcohol to making hand sanitizer to help with the shortage.
- A request was made to develop a poster which lists the questions that should be asked for entry on a jobsite or regional office, along with the person to contact. We are developing this poster, both English and Spanish versions, and should have it ready in my email tomorrow.
- A question was asked whether it was OK to proceed with safety training at jobsites. Yes, it is. Be sure to keep the training to groups of less than 10 people and maintain the 6' social distancing guidelines.
- Here is a link to a video demonstrating good hand-washing techniques:
  - English: [https://www.youtube.com/watch?v=nEzJ\\_QKjT14](https://www.youtube.com/watch?v=nEzJ_QKjT14)
  - Spanish: <https://www.youtube.com/watch?v=2YuDWCX3OkM>

#### **QUESTIONS SUBMITTED:**

1. **Right now, the focus is on the curve to minimize the impact and capacity to the hospitals. Since the virus is not "contained" we are all vulnerable until a viable vaccine is available or until we come into contact and build a natural immunity to it. Regarding the sick leave, will it be extended to anyone who contracts the disease in the next months (or years) or will that only be available for the quarantine period we are currently going through? I know that Garney will do what is best for the employee-owners, however I was curious as to how long the paid leave will be available?**

ANSWER: The Temporary Emergency 10 Day (80 hours) Paid Leave or 12 Week (2/3) Paid Leave benefits will end when an employee-owner exhausts them, or when the end of the pandemic is declared by the CDC, whichever occurs first. The Crisis Response Team will monitor this as the situation evolves. Without knowing how long this crisis will last, it is difficult to say with certainty exactly what the future holds. As you mention, taking care of our employee-owners will always be our first priority.

As always, please continue submitting your questions to [covid19@garney.com](mailto:covid19@garney.com).

I'd like to wrap up this email with a discussion about **stress and anxiety**. In times like this, it is no surprise that many of you are feeling a lot of stress. It is normal to have these feelings. I feel very stressed myself at times.

This is an area where all of us can help each other. One of the best ways to relieve this stress is to talk to someone about it. **I want everyone to take a mid-week break today or tomorrow and reach out to a co-worker you trust and tell him or her how you are feeling.** Have a meaningful dialogue and tell each other what is stressing you out and what concerns you right now. Be vulnerable and spill your guts. Admitting fears is not a weakness, it is courageous.

I also encourage jobsites to consider briefly shutting down, or having an extended lunch break, and encouraging the field craft workers to do the same. Small groups of 5-6 people may be a good idea. Remember to continue social distancing guidelines at these meetings.

Don't forget that we also have professional resources available through our **LifeMatters** program. LifeMatters is a confidential service via phone or chat and available 24 hours a day. LifeMatters also provides information and referrals for local assistance in your area. You can reach them at:

- Phone: (800)634-6433
- Website: [www.mylifematters.com](http://www.mylifematters.com) using password: GC1

After you have your conversation with a fellow employee-owner, email me and tell me who you spoke to (that's all you need to say in your email.) I know this is a lot of emails for me to receive, but I'll sleep better knowing all of you have someone you can talk to. The love and support we give each other will make this crisis easier to bear, thank you ❤️.

**Mike Heitmann**

*Employee-Owner Since 1990*

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