

**Subject:** COVID-19 Update 4-17-20

**Date:** Friday, April 17, 2020 at 2:12:29 PM Central Daylight Time

**From:** Mike Heitmann

**To:** ZZComplete e-mail list

Good afternoon, employee-owners:

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

**ADDITIONAL INFORMATION:**

- To minimize risks associated with a potential covid-19 exposure, we thought it helpful to reiterate Garney's protocol (as outlined in our Event Response Plan) for situations where an employee-owner is directed by a doctor get tested for Covid-19. If this happens, the employee-owner must immediately tell their job site supervisor that their doctor is having them tested. The supervisor should then communicate the same by emailing [hr@garneycom](mailto:hr@garneycom), or calling (816) 746-7229. The purpose behind this requirement is that it allows Garney to implement the 72-hour quarantine policy, with pay, to all employee-owners who may have been potentially exposed. After the employee-owner receives the test results, the employee-owner must immediately inform their supervisor and provide written documentation of the test results. The supervisor then must update HR. It is important to follow these steps so we can do our best to protect all Garney employee-owners from the risks associated with Covid-19.

**QUESTIONS SUBMITTED:**

1. **The field craft is getting \$2 extra for every regular hour and \$3 for every overtime hour. I am a field co-op and I was wondering if that applied to me as well?**

ANSWER: It does not. These benefits apply to full-time, permanent field craft workers.

2. **Please see attached email with suggestions for face masks and safety glasses as it includes links and photos.**

ANSWER: Thank you for sending this. We are still researching options and we will incorporate these suggestions into our recommendations. We hope to have this communication to everyone shortly.

3. **On the safety glasses fogging issue, in college we would use shaving cream to stop the mirrors from fogging up in the bathrooms.**

ANSWER: Thank you for the suggestion - we will add this to our forthcoming recommendations. This is one of the few things you did in college that I would recommend to our employee-owners.

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

Another week behind us plowing forward – very proud of everyone's efforts! I hope all of you have an enjoyable weekend.

**Mike Heitmann**

*Employee-Owner Since 1990*

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