



## Media Alert

March 13, 2020

### City of Rochester Makes Internal Recommendations and Adjustments Due to COVID-19

**What:** The health and safety of all teammates and our entire community continue to be the City of Rochester's top priority. On March 12, 2020 the City's emergency management planning team met to continue conversations about health and safety goals related to COVID-19, also referred to as Novel Coronavirus.

**Details:** As such, the following actions are being implemented immediately and effective for all City of Rochester teammates until April 30, 2020 or until otherwise announced. This decision was made for the City of Rochester as an entity; this is not direction being set by the City of Rochester for any other organization or entity.

#### Internal Actions

- Teammates are not to attend in-person conferences, workshops, or seminars
- External, in-person training is suspended
- Non-essential, internal training is suspended
- All in-person recruitment activities are suspended
- Teammates are asked to limit in-person meetings
- Working remotely is strongly encouraged as deemed appropriate by department heads to decrease the number of teammates at work

#### External/Public Actions

- All City of Rochester sponsored open houses/engagement efforts, unless legally required, are suspended (note: we are still working on legally required land use public meetings)
- We will recommend to the City Council at its Monday, March 16 meeting that all Advisory Board/Commission/Committee meetings be suspended (same note as above for land use decision making and Charter Boards)

All City services remain fully functional. We do have online/digital tools and the community is encouraged to use those wherever possible. If your business requires you to come to a City office in person, please maintain a respectful distance of at least three feet between yourself and other customers.

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