

# COVID-19 Update

## Message from the General Manager's Office

March 25, 2020

Last night we were informed that an employee who works at JFB tested positive for COVID-19. The employee, along with their workgroup and other potentially associated individuals have already been on 14-day paid administrative leave since early last Tuesday, March 17. That group of employees has been away from the workplace for the past eight days.

No one on the floor where the employee works or elsewhere in JFB should be at any higher risk than we all are (simply by being in the LA area) because of the steps we have already taken. The local supervisors and managers took action to remove any potentially exposed employees so as to create a safe separation for everyone else.

We have other locations where employees are already on a 14-day precautionary leave. Below is the process I would like you all to know and understand. Remember that employee health and medical information is private, and names cannot be revealed. This means that in probably all cases, more people are sent home than truly necessary because we have opted to err on the side of caution.

We have taken stronger precautionary actions based on circumstances surrounding several employees. These are employees who were not known to be positive for COVID-19, but were either exposed to a known case, or were believed they would likely test positive based on an evaluation by a medical professional (e.g., their best friend "has" it, or their doctor says their symptoms strongly indicate they have it and they are being tested). These employees were immediately put on 14-day leave, the recognized incubation period, per Public Health guidelines.

As a precaution, we also put others who were in direct contact with the employee in question on a 14-day precautionary leave, including those who attended meetings, have offices in proximity, had lunch together, etc. This has included people at literally all levels in the Department. Everyone is being treated and handled the same, for their and your safety.

What we are seeing now is from the initial impact of these protections. Since then, we have also implemented telecommuting for nearly 1,600 employees, enabled field crews to drive to the jobsite in separate vehicles, stressed the critical importance of Social Distancing (at least 6 feet!), and had our custodial staff make our workplaces as safe and clean as can be. Reducing meeting size and the emphasis on teleconference meetings will make a huge difference in the number of people potentially exposed if another employee becomes ill.

Tomorrow I will go through the process for bringing people back to work, since many of our 14-day "quarantined" are about ready to return to work. Thank you again, be smart, stay well, and don't panic. We've got this! And remember, NO ONE should be sick and at work.



Martin L. Adams  
General Manager and Chief Engineer