

From: [Mark Belton](#)
To: [All CCG](#)
Subject: Plan to Return the Charles County Government to a "New Normal"
Date: Wednesday, May 6, 2020 11:39:15 AM

Good morning Charles County employees,

It's been several weeks now since we made a major shift in the way we operate, during which many of you have moved to an entirely remote work environment, and we've made significant changes to the way we provide services to the public. I appreciate the rapid adjustments you have made to adapt and continue working during this extended public health emergency. I'm seeing results from our efforts to slow the spread of the virus and we are now planning for the next phase; a slow and gradual return to the workplace.

I want to be clear that our work environment will not be the same, and that is for an important reason – we want to ensure your health and safety, and the welfare of our community. I have appointed a task force to help us plan for a "Return to the New Normal." I have appointed Deb Hall, Deputy County Administrator, and Michelle Lilly, Director of Emergency Services, to co-chair this task force and develop an action plan that will guide all of us in coming back to work safely, in accordance with federal and state guidance, and the protocols recommended by our public health experts.

Over the next few weeks, I anticipate the state will lift some restrictions and more employees will be able to return to work. Right now, if you can telework and it's working well, you should plan on continuing to do so. We're purchasing protective equipment and supplies, establishing thorough cleaning protocols, planning for enhanced screening of employees (and eventually the public) when they enter the building, and taking on other considerations designed to keep everyone well.

You will receive more detailed guidance from your supervisor on the schedule and action plan for your return in the near future. As we prepare for this transition, please be patient as it may not be a smooth process. If COVID-19 cases increase appreciably, we may have to scale back our efforts to return to work. Our return to a new normal will not be based on a calendar, but on public health indicators. I am sure you have many questions, and I want to answer as many of them as possible, so that you are fully informed of our plans as we move forward. We will provide updates along the way, but please use your chain of command for questions pertaining to your individual circumstances.

In the meantime, I'm grateful for how each of you has stepped up to meet the needs of our community and provided continuity for our citizens during this challenging time. I am especially thankful for our first responders, who have been dauntless in responding to all those who called on them for help. I also recognize so many of you who continued reporting to your work location to provide essential services, from our building and trades staff to our utilities and public works employees, and our treasury and accounting teams. Your efforts and dedication have been amazing.

It's a privilege to serve alongside each of you during this time, and I am proud of what we are all doing to help our community get through this extraordinary situation.

Mark