

E-Brief 2020



Excellence Innovation Teamwork Integrity Action-Oriented

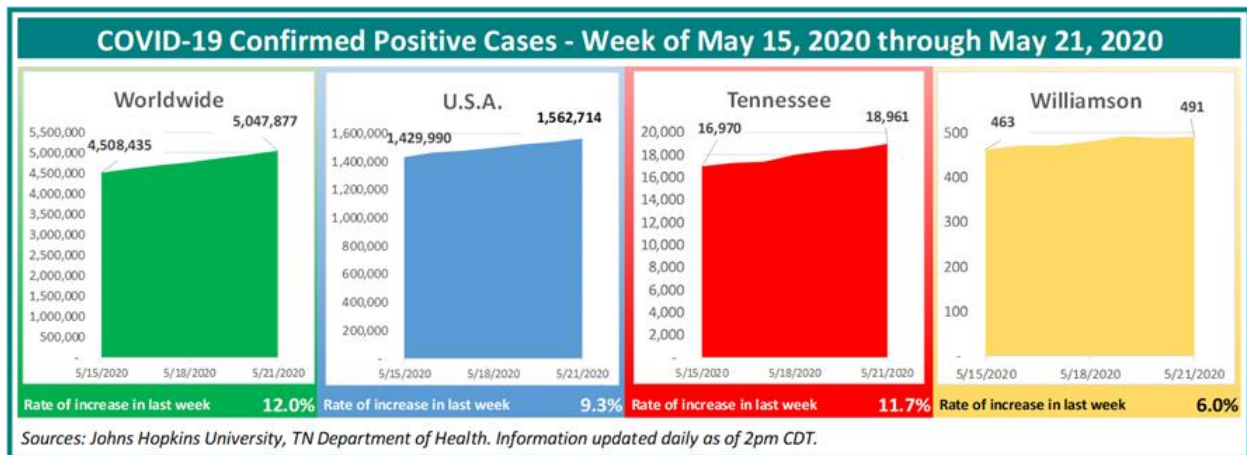
Friday, May 22, 2020

Good morning team, I wanted to share that we will be entering **Phase 2 for return to public office operations on June 3**. Below see the details of this phase of reopening for our public office areas such as City Hall. I have also attached the City of Franklin protocol to resume onsite operations and the Governors TN Pledge guidelines for office buildings. Please familiarize yourself with these new procedures.

- June 3 – Next phase begins
 - City Hall public office areas open 8 a.m. to 1 p.m. – Monday through Friday
 - Appointments can be accepted at other times
 - Staff public areas to accommodate public interaction
 - Remote work can continue and is encouraged as approved by Department Director
 - Consistent rotation of team members is encouraged to lessen exposure and maximize physical distancing in work environment.
- All team members working in City facilities to follow Protocol for Returning to Resume Onsite Operations
 - Review symptom related prior to reporting to work
 - Temperature (touchless) taken daily prior to reporting to work
- Enhanced protection for the public and City team members
 - Enhanced daily cleaning
 - Two City Hall entrances with hand sanitizing stations
 - Employee mask wearing in public spaces/non-private office areas
 - Masks available to the public
 - Plexiglass shields in place for public reception areas
 - Furniture configuration modified to provide for physical distancing
- Limitation on meetings
 - No group meetings
 - Cleaning immediately following any use of share space (i.e. – conference rooms)
- Policy guidance
 - TN Pledge Office Guidelines (attached)

- City Resume Onsite Operations Protocol (attached)
- CDC Guidelines
- Generally, this and future phases to be evaluated in two week segments
- **Coronavirus Update:** Wednesday, the **State of Tennessee and Governor Lee** issued additional guidelines related to retail and restaurant operations which are moving into “phase 2.” Guidelines were also issued for large attractions which are now entering “phase 1” of reopening. Here are the links to these updated guidelines:
 - Retail – Phase 2 updated guidelines: <https://www.tn.gov/governor/covid-19/economic-recovery/retail-guidelines.html>
 - Restaurants – Phase 2 updated guidelines: <https://www.tn.gov/governor/covid-19/economic-recovery/restaurant-guidelines.html>
 - Attractions and Large Venues – Phase 1 guidelines: <https://www.tn.gov/governor/covid-19/economic-recovery/attractions-and-large-venues-guidelines.html>

Williamson County positive cases today are 491. Tennessee has 18,961. There have been 10 deaths related to Covid-19 in Williamson County. The dashboard below shows that our County’s 7-day case growth rate remains relatively low at 6%.





Special thanks to **Rhonda Baldwin** in the **Water Management Department** who created individual baggies for employees in that department to keep employees safe. I know other departments have done this too. I have told all Department heads that we have plenty of masks and hand sanitizer on hand if anyone needs anything, please let your supervisor know.



Lieutenant-Paramedic Steve Denny and crew helped celebrate 8-year old Katie Shepherd's last leukemia treatment on Tuesday. They participated in the "Katie's done with chemo" reverse parade in her honor. Katie has been battling the disease since 2014 when she was just 2-years old. You can read the story [HERE](#).

I'd like to say happy **EMS Week to our firefighters!!** Medical calls comprise nearly 70 percent of our Fire Department's call volume. In 2019, firefighters provided emergency medical treatment to 6,074 patients. Thank you for your service, and for ALL you do - especially during these unprecedented times.

Here is two nice thank you notes recently: 1) from **Brick Tops to our Fire Department** and 2) from a citizen regarding our **Sanitation Department** for tree removal.

- *Andy, this email is long overdue, but I just wanted to follow up and thank you and your team for taking such good care of us at Brick Top's. Your team did an amazing job and we are so thankful for all you and all the firefighters do here in Franklin. We believe your quick response and well trained team prevented our restaurant from burning completely down and we would be a totally different situation. If there is ever anything we can do for you and your team, please don't hesitate to reach out any time. Thanks again, you guys rock!*

- **Timmy Allen** did an excellent job picking up the tree parts from storm damage. It was amazing to watch him professionally use the claw to get the brush from in front of my house. I was very impressed with his skills. He was so considerate with his work.—Deborah Peercy

On Monday, **Memorial Day**, there will be a **virtual ceremony** in honor of those who served our country and made the ultimate sacrifice. See details here https://www.williamsonhomepage.com/brentwood/mayor-anderson-memorial-day-service-in-franklin-may-be-virtual-but-will-still-be-memorable/article_b870a8b4-9af7-11ea-b125-171aedf053e3.html The virtual ceremony will premiere at 10 a.m. on Memorial Day.

We are forever in the debt of these brave men and women who gave their lives in service to our country. Please take time this weekend to honor and remember their sacrifice.

That's it for this week. **Enjoy your Memorial Day weekend! And thank you to those who are working on this holiday.**



Website: www.franklintn.gov

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