



Tough HR Questions from the COVID-19 Field

PART 2

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Fractional HR™ Professionals



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Today's Topics

- Re-Opening Plan
- Preparedness Plan
- Policies & Procedures
- Staffing Considerations
- Restoration Plans
- Social Distancing
- COVID-19 Resources
- Contacts

Legal Acronyms

FFCRA – Families First Corona Response Act

EFMLEA – Emergency Family and Medical Leave Expansion Act

EPSLA – Emergency Paid Sick Leave Act

CARES – Corona Virus Aid, Response and Economic Security Act

PPP – Paycheck Protection Plan

EIDL – Economic Injury Disaster Loan

FPUA – Federal Pandemic Unemployment Assistance

What are the guidelines for reopening?

What are the guidelines for reopening?

- *Federal Approach-3 Phases *not binding-advisory*

- States/Regions may satisfy Gating Criteria of readiness data, mitigating resurgence, protecting the vulnerable

- Phase I-states/regions satisfy the criteria

- Phase II-states/regions-no evidence of a rebound and satisfy criteria a second time

- Phase III-states/regions-no evidence of a rebound and satisfy criteria a third time

- All Phases-policies for social distancing, PPE, temperature checks, sanitation/disinfection, travel

- Each phase softens the restrictions for aspects of daily life

- Employer: teleworking, return to work in phases, common areas, non-essential travel, the vulnerable,

- Individual: the vulnerable, public and social distancing, socializing, non-essential travel

- Special Industry: schools, senior living facilities, hospitals, large venues, elective surgeries, gyms, bars

- *State Approach*

- Governor's discretion to implement guidelines supporting Federal phases.

What should be included in a Preparedness Plan and who should own it?

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Preparedness Plan

- Response Team
- Policy and Procedure
- Workplace Issues
- Social Distancing
- Staffing Needs

Ownership

- Create a Response Team-implement, align and maintain preparedness
- Key criteria
 - Cross functional group that represents broad areas of the business
 - Ability to make policy, staffing, financial decisions
 - Influence and insight into the business
 - Accessibility
 - Subject matter experts
 - Communicators

How and when do I transition my current policies back to my Pre-COVID 19 policies?

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Mandates and recommendations will continue to come from Federal / State / Local government bodies including (CDC, OSHA, DOL, DOH). Some of the policies we can anticipate that will need to be created or modified in the short-term include:

- Temporary Telecommuting Agreement
- Pandemic Response Plan/Business Continuity Plans
- Infectious Disease
- Attendance/PTO/Sick
- Leave of Absence
- Disciplinary Action

What do businesses need to consider when they make their employee restoration plans?

What do businesses need to consider when they make their employee restoration plans?

1. End of “work from home”
2. Restore your Benefit and Attendance Policies
3. Regularly Clean and Sanitize your Workplace
4. Plan for Social Distancing Requirements
5. Where Social Distancing is Not Possible, Consider PPE
6. Consider an Incremental Return to Normal Operations

What does social distancing look like once we are back to full operations again?

What does social distancing look like once we are back to full operations again?

- Social distancing plan-individual and shared workspace layout
- Meetings (in person vs electronic)
- Rotating schedules and continue teleworking
- PPE: facemasks, hand sanitizers, gloves etc.
- Onsite visitors, Releases and legal insight

What staffing steps should I take when reopening?

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- Who's going to return?
- Review your short- and long-term staffing needs.
- Identify a process for potential return/recall of employees on furlough or layoffs.
- Consider your talent acquisitions approach, timing, staffing, key positions, and job descriptions.

Resources

Ohio Department of Jobs and Family Services – Coronavirus and Unemployment:

<http://jfs.ohio.gov/ouio/CoronavirusAndEmployers.stm>

Families First Corona Response Act (FFCRA):

<https://www.dol.gov/agencies/whd/ffcra>

CDC COVID-19 Guidance for Employers:

<https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html>

Guidelines Opening Up America Again:

<https://www.whitehouse.gov/openingamerica/>



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Thank you!

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