

Public Records Request #3486

The following materials have been gathered in response to public records request #3486. These materials include:

- Email

This information was provided as a response to a public records request on 3/18/20 and is current to that date. There is a possibility of more current information and/or documents related to the stated subject matter.

Further Information

For further information about this request or the Citywide Records Program, please contact:

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From: Charlotte Communications & Marketing
Sent: Tuesday, March 17, 2020 3:41 PM
To: _Everyone (City & CMPD)
Subject: Update on COVID-19



CHARLOTTE COMMUNICATION & MARKETING: *ALERT*



City Staff,

As this current situation continues to evolve, we wanted to share some updates with you. This is an unprecedented event and we are developing plans to manage this situation over the next days, weeks and months to ensure we provide the services our residents need. We will make the changes necessary to achieve that while ensuring the safety and well-being of our staff.

- Effective March 18, 2020, city-operated buildings will be closed to the public indefinitely. Police stations, fire stations, CATS stations including the Charlotte Transit Center and Charlotte Douglas International Airport will continue to remain open at this time. The City of Charlotte government will remain operating to provide services to the residents of the city. Buildings will be open for those staff who are not working remotely. Closing the buildings to the public will help protect you and our community.
- It is our intent to minimize on-site staffing as city leaders continue to work through long-term staffing plans. Department directors are using staggered staffing, remote work and minimum staffing plans that address their department's specific services and needs to remain operational. Your supervisor will discuss these plans with you. If you are working remotely, a remote work aid can be found [here](#).
- Last night, City Council unanimously approved a resolution to adjust the city's leave policies and put an emergency leave program in place. The leave would be available for salaried and hourly employees. We are working to finalize leave and pay policies and will share that information with you in the next few days.
- As a reminder, if any staff member suspects that they may have been exposed to COVID-19 they are to immediately contact their physician or the public health department at 980-314-9400 for guidance.
- Information and resources for city staff can be found on [CNet](#). The latest information about COVID-19 is available on Mecklenburg County Public Health's [website](#).

We will continue to provide updates to you during this situation. Thank you for your dedication to our city and residents.