



CITY MANAGER'S OFFICE
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Date: September 18, 2020
To: All City of Fremont Employees
From: Mark Danaj, City Manager
Subject: City of Fremont Employee Update

To: City of Fremont Employees

This email updates you on the City's plans regarding current telework agreements and service delivery models that we have created to reduce the spread of COVID-19. In reliance on local safety conditions, input from the City's safety professionals, and current State and County guidance, I am again asking Department Heads to generally extend the City's existing emergency telework agreements and modified service delivery models **through Friday, January 1, 2021.**

It has been six months since we activated our Emergency Operations Center and innovated to continue to serve our citizens. In those six months, we have established new safety practices and protocols and many essential staff members have either continued to work in the field or have returned to a greatly modified workplace. I am extremely proud of the work that our organization has done to safely maintain our services to the public and especially of those essential staff members that have continued in or returned to the physical workspace. With all of that that said, we will continue to proceed cautiously and with our employees' safety and wellbeing in mind. Given the local safety conditions in Alameda County and the rules that govern the status and timing of office re-openings, I have determined that it is best to continue telework when possible through an anticipated voluntary Holiday Closure and the New Year's holiday. This new target date will allow us additional time to assess local safety conditions, track the ongoing development of potential vaccines, and provide scheduling stability for some of our working parents. As a reminder, the City's Emergency Telework Policy can be found on HR's website at the following link.

Thank you for your dedication and professionalism as we manage this extended emergency.

Best,

Mark