



COVID 19

**RE-OPENING FOR BUSINESS
OHIO RESPONSIBLE RESTART**

strategic HR inc.



Celebrating 25 Years of Providing HR Expertise!

PANELISTS



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STATE GUIDANCE

- Friday, May 1 – Hospital, medical, dental, veterinary services not requiring overnight stay (outpatient)
- Monday, May 4 – Construction, distribution, manufacturing, offices
- Tuesday, May 12 – Consumer, retail, service businesses

STATE GUIDANCE

- Remaining closed:
 - Schools
 - Dine-in Restaurants and Bars
 - Hair Salons, Barber Shops, Tattoo Parlors, Nail Salons, Spas
 - Adult Day Care Services and Senior Centers, Vocational Rehab in Group Settings
 - Entertainment, Gyms, Pools, Camps, Rec Centers, Sports, etc.

STATE GUIDANCE

- 5 pillars:
 - Require face coverings for employees, clients, customers at all times
 - Conduct health assessments daily
 - Maintain good hygiene at all times
 - Clean and sanitize work areas throughout the work day, at close of business and between shifts
 - Limit capacity to meet social distancing

CONSIDERATIONS FOR RE-OPENING

- Conduct an Overall Business Assessment
- Re-Employment / Getting Employees Back to Work
- Environment / Space
- Communication
- Safety & Health

CONSIDERATIONS FOR RE-OPENING

- Conduct an Overall Business Assessment
 - What is the state of the business?
 - What areas of the business can re-open (are there some that can not?)
 - What are logistics to re-open? (Systems, Supply Chain, Vendors, Other Services, etc.)
 - Evaluate staffing needs for immediate, mid-term, long term
 - Identify a COVID 19 Coordinator
 - Consider any lessons learned – new processes/procedures identified, etc.
 - Review succession plan for leadership to prepare for anyone being sidelined

CONSIDERATIONS FOR RE-OPENING

- Re-employment / Getting People Back to Work
 - Is remote work or telework feasible?
 - Are changes needed to the structure of positions to meet current need?
 - Were employees laid off or furloughed?
 - Will flexible schedules be needed to accommodate social distancing?
 - Will pay be impacted?
 - How do you prepare your managers?

CONSIDERATIONS FOR RE-OPENING

■ Environment / Space

- Will current space configuration meet social distancing requirements?
- Are modifications to the space needed or even possible?
- Will schedules need to be changed to accommodate physical distancing?
- Establish capacity of break rooms, conference rooms and common areas
- Establish protocol to limit in-person meetings.
- How will you clean and sanitize the work area?

CONSIDERATIONS FOR RE-OPENING

- Communication
 - Create a communication strategy to frequently share information with employees.
 - What communication is needed for re-opening the business?
 - How will you establish expectations for employees and reassure their safety?
 - What signage and posting is needed?
 - How can employees be involved in the re-opening?
 - Create an ongoing means for communication.
 - Stress the need for communication from you managers to their teams.

CONSIDERATIONS FOR RE-OPENING

- Safety & Health
 - Do you have a policy in place for how you will address infectious disease?
 - Encourage employees to stay home if they are sick
 - Encourage frequent handwashing and appropriate respiratory etiquette
 - Require employees, customers or visitors to wear masks, (Per State of OH)
 - How will handle frequently touched areas?

CONSIDERATIONS FOR RE-OPENING

- Safety & Health
 - How will you conduct health assessments?
 - How will reporting be handled?
 - How will documentation be handled?
 - How will you maintain ongoing cleaning and sanitization?

CONSIDERATIONS FOR RE-OPENING

- Other Considerations
 - How do you handle it if an employee objects to returning?
 - How handle if employee won't follow safety measures?

THANK YOU!

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