

# GETTING BACK TO WORK DURING THE PANDEMIC

NEXT CHALLENGE. NEXT LEVEL.

**NEXSEN** | **PRUET**

MAY 6, 2020

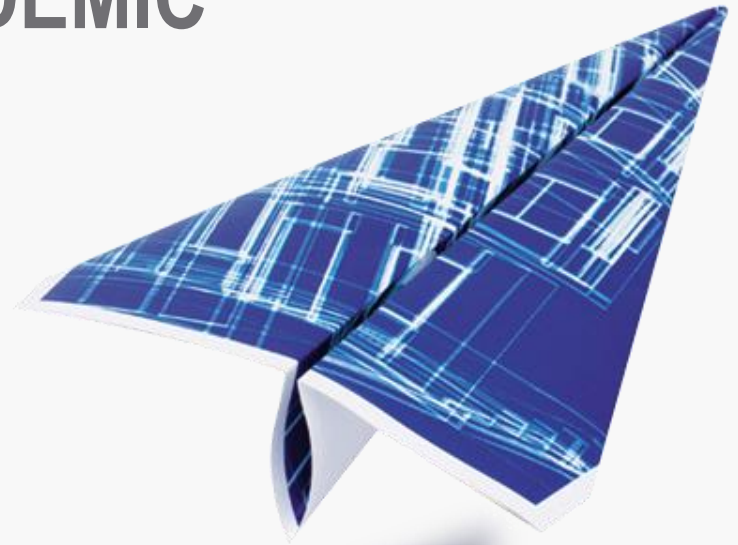
Presented by:

**Bridget A. Blinn-Spears**

**Michael Brittingham**

**David Garrett**

**David Robinson**



# PLANNING AHEAD

## REOPENING PHASES IN NORTH CAROLINA

- ▶ Stay at Home through May 8, 2020
- ▶ Phased Reopening
  - ▶ Phase I: Modified Stay at Home
  - ▶ Phase II: Lift Stay at Home
  - ▶ Phase III: Fewer Restrictions



# PLANNING AHEAD

## PREPARING WORKSPACES

- ▶ Barriers
- ▶ Ventilation
- ▶ Room configurations
- ▶ Workstation spacing
- ▶ Traffic flow in public spaces



# PLANNING AHEAD

## DECISION-MAKERS AND COMMUNICATION

- ▶ Identify teams and point people for communications
- ▶ Create and test emergency communication channels
- ▶ Plan for redundancies



# PLANNING AHEAD

## WHO COMES BACK WHEN?

- ▶ Essential?
- ▶ Essential on-site?
- ▶ NC Immunity for COVID-19-related issues



# PLANNING AHEAD

## WHO COMES BACK WHEN?

- ▶ Maximizing Paycheck Protection Program forgiveness
  - ▶ Permitted use of the proceeds in the 8 week period following disbursement
    - ▶ Reduced if there is a reduction in the number of FTE employees
    - ▶ Further reduced if there is a 25% or more reduction in wages paid to employees
  - ▶ UNLESS the deficits are cured by June 30, 2020.



# DAY ONE

## POSTINGS

- ▶ DOL FFCRA Notice
- ▶ Hygiene protocols
- ▶ Reinforcement of social distancing
- ▶ No entry with COVID-19 symptoms



# DAY ONE

## AUTHORIZATION TO WORK

- ▶ Layoffs
- ▶ Terminations
- ▶ Other considerations





# DAY ONE

## BENEFITS CONSIDERATIONS

- ▶ Layoffs
- ▶ Terminations
- ▶ Other considerations



# DAY ONE

## SCHEDULES AND TESTING

- ▶ Staggered start times
- ▶ Flex time
- ▶ Testing
  - ▶ Temperatures?
  - ▶ COVID-19?



# POLICIES AND PROTOCOLS

## DOCUMENTATION

- ▶ Risk mitigation efforts
- ▶ FFCRA leave requests
- ▶ OSHA reporting?



# POLICIES AND PROTOCOLS

## EVALUATE AND UPDATE

- ▶ Family and Medical Leave Act
- ▶ Americans with Disabilities Act
- ▶ Vacation, Paid Time Off, Sick Leave
- ▶ Related Procedures



# POLICIES AND PROTOCOLS

## SYMPTOMS AND EXPOSURE

- ▶ Government contacts and coordination
- ▶ COVID-19 symptom onset at work
- ▶ Positive tests
- ▶ Presumed positive
- ▶ Tracking contacts



# POLICIES AND PROTOCOLS

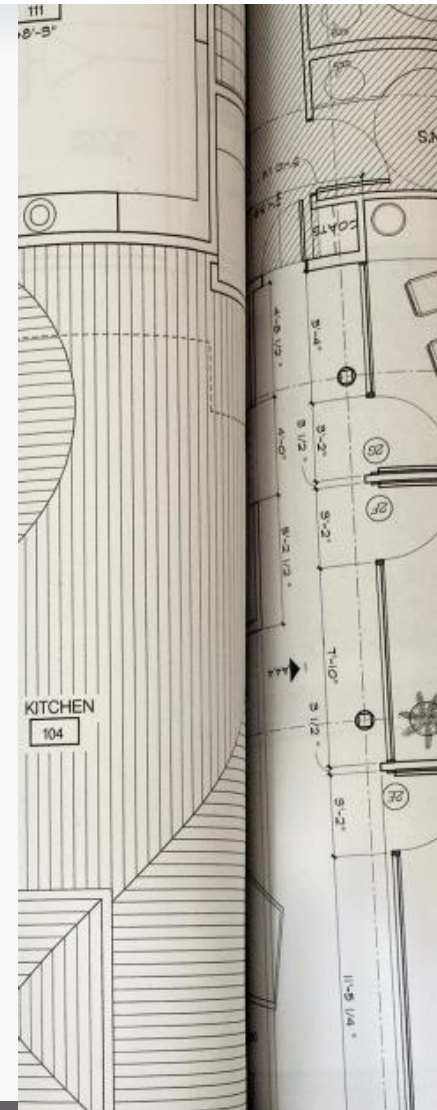
## CARES ACT AND PLAN AMENDMENTS

- ▶ Hardship distributions
- ▶ Defined contribution
  - ▶ Plan loans
  - ▶ Relaxed loan repayment
- ▶ Amending plans to incorporate changes
- ▶ Income exclusion for employer student loan payments



# TRAINING

- ▶ FFCRA requests and documentation
- ▶ FFCRA credit for paid leave
- ▶ Timing and mechanics for Paid Leave Credits
- ▶ I-9 documentation
- ▶ Anti-discrimination training specific to COVID-19
- ▶ Physical space restrictions and uses





NEXT CHALLENGE. NEXT LEVEL.

**NEXSEN | PRUET**

**Bridget A. Blinn-Spears**

[bblinn-spears@nexsenpruet.com](mailto:bblinn-spears@nexsenpruet.com)

**Michael Brittingham**

[mbrittingham@nexsenpruet.com](mailto:mbrittingham@nexsenpruet.com)

**David Garrett**

[dgarrett@nexsenpruet.com](mailto:dgarrett@nexsenpruet.com)

**David Robinson**

[drobinson@nexsenpruet.com](mailto:drobinson@nexsenpruet.com)