Dear Friends,

As always, I hope this email finds you and your families well. I also hope each of you have had the chance to visit the new MDH Moving Forward website; this is your trusted source for the latest and most reliable MDH information. Today, I want to talk about how workplace safety starts with each of us taking personal responsibility and the next steps on moving MDH forward.

**This is a Team Effort and Your Actions Make a Difference**

MDH is made up of various administrations, units, programs, and teams. Really, though, the critical part of all this is you. We each have the responsibility every day and do our best. Now, more than ever, we each need to reflect on our responsibility to do our best as SAFELY as possible at work, home, and play. What we do, or don’t do, can impact the health and safety of those around us. *Your actions can stop the spread of COVID-19.*

So what does personal responsibility mean for each of us with respect to COVID and maintaining the safest work environment possible at our facilities?

- Don’t come to work if you’re sick or are experiencing COVID-19 symptoms!
- Don’t come to work if you are awaiting test results because you are experiencing symptoms or were in close contact with someone who tested positive or is presumed positive. You must stay home until the test results confirm you are not infected or until you complete the necessary quarantine period. *Be sure to let your supervisor know.*
- Wear your mask! The evidence is clear, wearing a mask is the key to stopping the spread and protecting your loved ones, your friends, your colleagues, and yourself. [Click here](#) to read the MDH guidelines on masks.
- Maintaining social distancing. [Click here](#) to read the MDH guidelines on social distancing.
- Wash your hands!

Something else to consider... Each day, ask yourself, “Am I doing my individual part to move MDH forward SAFELY?”

**Update on the Moving Forward Initiative and Working on Site**
As a reminder, **Teleworking is the State and MDH's preferred mode of working for the foreseeable future.** That means:

1. Everyone who is successfully teleworking now will continue to telework.
2. Staff currently on administrative leave or those already working on site will transition to telework where possible.
3. Some staff on administrative leave, but **not all staff**, will return to working on site beginning in August.

In the coming weeks, staff will hear from managers, supervisors, or executives about how the department and each staff member will be moving forward together. **If your work status is changing,** you will hear from your direct supervisor and be given at least one week’s notice of the change. For some, you will be notified that you’ll need to return to your work site or perhaps to a temporary assignment to assist another MDH unit. For many folks, you’ll be continuing to work in the same manner as you are today.

During these unprecedented times, the pace at which critical information needs to reach each of us and how quickly it can change can lead to uncertainty, confusion, and misinformation. That’s why we have created the new MDH Moving Forward site. You can also visit the site to provide feedback and ask questions ([click here to access the form](#)).

Again, thank you for all you’re doing to keep MDH moving forward.

Warm Regards,

Robert R. Neall