



June 2, 2020

To All Staff:

During the unprecedented challenges of this pandemic, EMDC staff has demonstrated an exceptional work ethic coupled with an extraordinary compassion for our clients and communities.

The transition to working remotely has revealed our organization's ability to adapt while remaining true to our core mission as an essential resource and service provider. Since mid-March, we have been part of the solution in clearing a path for a promising financial future and job readiness for many businesses, communities and workers. To that end, we are following the Governor's four stage plan to gradually restart Maine's economy. The plan is guided by public health data with a framework for a safe reopening of various sectors of the economy, both private and public.

Starting on Wednesday June 3rd, EMDC headquarters will be open to staff who choose to work at the 40 Harlow Street office. This is a transition process that will be monitored to ensure that we meet all public safety guidelines. Knowing that transitioning back to work may concern you and your family, I wanted to relay that we are taking all steps to ensure that EMDC is a safe place to work. We will practice physical distancing; follow cloth face covering guidance; limit the number of people in common areas; continue with virtual meetings; restrict visitors; stay home when we are sick; all while following enhanced cleaning protocols. These steps can help significantly reduce the transmission of COVID-19.

Please know that you should continue to work at home, but also know that our office is open for staff who choose to be here. In the meantime, keep up with physical distancing, washing hands and wearing a cloth face covering in public places. Because physical distancing is hard, the need to communicate with each other is essential. Continue to regularly communicate with your work colleagues and maintain external friendships. Most importantly be present in the moment and seize the depth of possibilities for yourself.

Stay healthy, work hard and help people, Lee