

From: [Commissioner, DOT \(DOT sponsored\)](#)
To: [DOT All Staff](#)
Subject: COVID 19 update
Date: Tuesday, March 10, 2020 10:19:43 AM
Attachments: [03.04.20 COVID-19 FAQs.pdf](#)

Good Morning:

I want to assure you all that I am monitoring the COVID-19 situation closely. Your health is important. I am working with the department's leadership team to prepare for continuity of operations should a situation arise that impacts the ability of employees to get to work.

I hope you have read the email below from DOA Commissioner Tshibaka about COVID-19, including the attached FAQs, if not please do so now! At this point in time there are no documented cases in Alaska. As the [COVID-19 Frequently Asked Questions for State of Alaska Employees](#) states, the most important action you can take to protect yourself, your co-workers, and your family is to wash your hand thoroughly for at least 20 seconds and stay home when you are sick. Supervisors, it is your responsibility to send home employees who are sick. As the FAQ details, situational telecommuting is allowable for those who are well enough to work from home.

As you practice good hand-washing, the video "[Look at Me \(Hand Hygiene\)](#)" from Providence Health in Anchorage provides excellent guidance.

The spread of this virus is concerning to all of us. Know that your health and welfare is important to me and I will keep you informed of any relevant updates.

John MacKinnon

Commissioner
Alaska Department of Transportation and Public Facilities
907.465.3900

From: Commissioners Office, DOA (DOA sponsored) <doa.commissioner@alaska.gov>
Sent: Wednesday, March 4, 2020 4:10 PM
To: Commissioners Office, DOA (DOA sponsored) <doa.commissioner@alaska.gov>
Subject: Novel Coronavirus (COVID-19) Information and Resources for State Employees

Novel Coronavirus (COVID-19) Resources for State Employees

Dear State Employees,

The State of Alaska is closely monitoring an outbreak of respiratory illness caused by a novel coronavirus (COVID-19). While there is no evidence that COVID-19 is spreading in Alaska at this time, cases have been identified in over a dozen states, including evidence of community transmission in some areas.

With the developing coronavirus situation, we want to ensure you have accurate information about the illness and are aware of resources available to you as a State employee. For this reason, the Division of Personnel and Labor relations has created a FAQ document and webpage detailing important information and resources available to State employees related to the virus. The FAQ document, which you will find attached, discusses symptoms, what to do if you exhibit symptoms, options for State employees who must care for sick loved ones, resources available to state employees to prevent illness in the workplace, and other important information.

I encourage you to take a moment to review the document when you have a time. The information contained in the document is also available at <http://doa.alaska.gov/dop/directorsOffice/covid19/>, where it will be updated as more information becomes available.

If you have any questions not addresses in the FAQ document, please contact your HR manager directly.

Thanks,

Kelly Tshibaka
Commissioner
Department of Administration