

State travel recommendations to Ohio Workforce Department staff:

Good morning, late yesterday you all should have received a communication from Director Hall regarding the Coronavirus and the Executive Order that declared a state of emergency for Ohio. As we work through what this means to us, I wanted to give some clarification to help assist you in managing staff and your work. Please keep in mind that my guidance and direction may change as we learn more and get more direction from the administration.

But as of now, all out of state travel is canceled. If you have a trip planned or have travel approved, it needs to be canceled. This includes our staff that may attend rapid response events, job fairs, or meetings in the bordering states. All regional or Bureau meetings should be done virtually if staff are outside of the Bureau or Region. There is no reason to travel for those meetings, staff can attend virtually at their normal work location. Staff that travel in-state for their job, i.e. program monitors, DVOP's, case managers, can travel to assist customers and/or do their normal job duties, but should not be traveling in-state to where there are large groups of people. For example, case management should not be done at a college or university because of the large number of people at that location, even though you may only be seeing one or two individuals, it would be best to provide services via phone, email or text. Attendance at large meetings, like local workforce board meetings, in-house trainings, workshops should not be attended by state staff or canceled.

We are also currently looking at our programs or services that require the public to report in to an OMJ Center, we may be making some modifications regarding the services. More information to come regarding this.