



Monday, March 23, 2020 11:00 AM
Subject: Message from the Commissioner

Dear Colleagues,

First and foremost, DOT leadership is extremely thankful to our team who is currently working at the agency, teleworking remotely on critical business functions or those who volunteered to telework on business functions that will enhance our delivery of service.

We want employees to know that over the weekend, all agencies participated in a conference call with the Governor's staff who clarified that the State of Connecticut is not closing. The executive order that was recently issued applied to private non-essential businesses and nonprofit organizations. It was emphasized that in a time of crisis, government needs to be there for its constituents and the State, including DOT, will continue to provide all essential services.

DOT will continue to operate within the Agencies' Continuity of Operations Plan (COOP). We are confident our plan will allow DOT to maintain the required transportation functions of the state and aide in economic recovery. We are actively preparing to comply with the Governor's directive, "Stay Home, Stay Safe," with the emphasis being on maintaining critical functions and directing identified non-essential constituents to stay home.

OPM and the Governor's Office provided guidance regarding how each agency will accomplish its critical functions. Each agency is being directed to identify employees that are "Level 1 employees" and "Level 2 employees". The designation simply distinguishes between employees who must be physically present at DOT to perform critical functions and those who do not. It's important to note, Level 1 employees are interpreted in the 2017 SEBAC agreement as any employee who is "required by the employer to work outside the home during a period other bargaining unit employees are paid but relieved from work due to a closing." Level 1 employees can be someone who would be at DOT offices full time or intermittently depending on volume.

We are in the process of assessing which job classes in DOT are Level 1 and Level 2, as it pertains to bargaining unit personnel. All employee designations are with pay. We are analyzing the programs and services that DOT must continue to keep operational while the State confronts the COVID-19 pandemic. This is not to diminish or devalue the work performed or services provided by all other employees.

Employees with job functions determined by DOT leadership to be capable of teleworking and who are fully equipped to do so will continue to telework.

We will be notifying all employees of their designation of Level 1 or Level 2 as it is for this unique circumstance. As the situation changes, employee designations may also change.

Your willingness to step up in the face of what we are all experiencing with COVID-19 is aweinspiring. All of our lives are in some way affected by this, uniting each of us globally. Approaching each other and our communities with empathy and kindness is important right now. We promise to keep communicating to your work e-mail and your volunteered personal e-mail address.

Stay Safe

Sincerely,

Joe Giulietti

Commissioner