



Dear City of Dallas Family:

Thank you for another tough but important week. As we plan our pandemic recovery, your work providing essential services in these challenging times exemplifies our core values of empathy, ethics, excellence, and equity.

In recent days, we've seen organization-wide collaboration...

...providing small business and rental, mortgage, and utility assistance

...increasing access to testing, contact tracing and care

...linking employers and job seekers

all while many of us still have members of our own households working and learning from home due to COVID-19.

Texas' State of Emergency and Dallas County's shelter-in-place #SaferAtHome orders have expired but protecting the health and safety of our employees and the public remains our top priority.

Early next month, we will brief the City Council on Phase One of our Return to Work Plan and our complete plan to balance the budget for the current fiscal year ending Sept. 30. To prepare for both, we are working tirelessly to identify payroll and operating expenses which may be reimbursable from CARES Act funding. If you haven't already, please work with your immediate supervisor to advise Human Resources of hours worked since March 1 directly related to COVID-19 response and enforcement.

To make progress toward a new normal, interdepartmental team are now developing equitable and inclusive criteria to guide our Back to Work Plans. Buildings closed since March **may not all reopen** during Phase One, but we will carefully and thoughtfully increase access as soon and as safely as possible based on guidance from the CDC and health officials. I will communicate with you directly when we have made final decisions about our reopening strategy. Until then, please continue in your current status at this time.

Budget and finances are not our only consideration. We actively seek new methods and approaches to not just continue business as usual despite reduced revenues, but to reimagine ways to deliver 21<sup>st</sup> Century service. Please know that as we continue to face new challenges, we will work to further streamline our processes, deliver innovative solutions, and take proactive approaches to be more efficient, effective, and responsive.

The dedicated Human Resources Department microsite

<https://dallascityhall.com/departments/humanresources/Pages/COVIDEMP.aspx>



## City of Dallas

remains your best source of information, including COVID-19 updates, FAQs, and an **Employee Toolkit** including wellness tips, mask guidance, CDC resources, and updated orders from the City of Dallas and Dallas County. Please continue to rely on these online resources for updates on what you need to know and reach out to your direct supervisor if you have other concerns or questions.

In the weeks and months ahead, it will take our continued cooperation to navigate these challenges. I appreciate your professionalism, especially while we keenly feel the absence of our fellow employees who began extended furloughs starting this week. To maintain integrity and transparency, our Employee Care Team will continue to share these weekly updates with them.

Our resilience is being tested, but we are making progress as One Dallas – Together!

**In the Spirit of Excellence!!**

A handwritten signature in black ink, appearing to read 'T.C. Broadnax'.

T.C. Broadnax  
City Manager