

## **MEMORANDUM**

**To:** All House Members and Staff

From: Speaker Larry Householder

**Date:** July 9, 2020

**Re:** Work From Home Notification

I have decided to reinstitute Ohio House of Representatives Work From Home status. This will take effect the morning of Friday, July 10. Staff should not report to the Riffe Center for work. Work From Home status will continue until further notice. We will be continually monitoring the situation. You must be ready to report back to the Riffe when that decision is made.

The health and well-being of House staff is our top priority. This decision is being made out of an abundance of caution.

Please keep in mind, the House is not closed. It is important that we continue serving the people of Ohio, whether it is a constituent case, legislative matter or other issue.

House Chief Administrative Officer Kim Hartman will be following up with you with additional information as we reinstitute Work From Home status.

Additionally, outside of work hours, I encourage staff to use good judgment in their personal activities to help reduce the spread of COVID-19, including avoiding large crowds and social gatherings.