

***Office Memorandum OF THE COLORADO RIVER INDIAN TRIBES
CHAIRMAN'S OFFICE***

TO: All Departmental Directors and Staff

DATE: 3/24/2020

FROM: Dennis Patch, Chairman

SUBJECT: Approval of Limited Staffing Due to COVID-19

On March 13, 2020 the Tribal Council declared a state of emergency in response to the Coronavirus Disease 2019 (COVID-19) outbreak,

On March 19, 2020 the Tribal Council passed resolution mandating and outlining protocol of precautions to reduce the spread of the COVID-19 contagion.

On March 24, 2020 In response to the current pandemic concerning the COVID-19 contagion the Tribal Council passed resolution approving administrative leave for Tribal Employees identified as Non-Essential for the purpose of limited operations of the Tribal Government and Enterprises.

It is the Tribes' posture that all of its employees are essential; however, for the purpose of limiting operations of the Tribal Government the Tribal Council has sought the input from departmental directors and enterprise managers regarding the limited operation of the C.R.I.T. Tribal Government and enterprise offices, including the limited production of services available for membership, including those fundamental services mandated by law and critical to health and safety. In review of those recommendations and upon preponderance of such, it is the Tribal Council's action to temporarily limit the operation of the Tribal Government and Tribal Enterprises and its services in accordance with the input provided and grant administrative leave in the manner set forth in those recommendations. Departmental directors and enterprise managers shall be responsible for identifying those employees who can be sent home on administrative leave; those who can and need to continue work remotely or be available on-call; and those who will need to remain in the office in order to ensure the Tribes is still providing any mandated or critical services. Department directors shall also be responsible for ensuring any and all grant or contract requirements are met when making these determinations.

This action shall go into effect pursuant specific to your department and remain in effect until April 12, 2020. If future action is taken all staff will be notified immediately.

In additional, all employees are compelled to remain home & avoid travelling to affected areas.

Those who require remote IT access should make those arrangements as soon as possible.

Xc: Tribal Council
Joanna Laffoon, Assistant to the Executive Secretary