



## Virtual Gathering of HR Leaders in the Dairy Industry

Zoom Meeting

Friday, May 8, 2020 | 3:30 – 4:30 pm. ET

### Meeting Notes

#### Returning to Work and Post COVID-19 Workplace

- Using technology (i.e. Microsoft Teams, Zoom, WebEx) to stay connected in a virtual office setting is essential.
- Virtual Townhalls with Employees
- Many companies are extending work from home (where possible) until end of June, maybe longer
- Several companies are taking a 'wait-and-see' approach; cycling staff back into the office and back into work culture
- Incorporate new, more relaxed telework policy in post COVID-19 workplace
- A company is conducting a survey to learn how employees are feeling about returning to work
- 5 people/1,000 square ft. is a good starting point when it comes to safely distancing in an office setting
- Continuously reminding employees about safety expectations is important to ensuring a safe workspace for other employees

#### Travel/Vacation Policy

- Companies are looking into policies/safeguards around personal and business travel
- Companies are considering having employees quarantine for 14 days after returning from a personal vacation
- Non-Essential travel for business is largely paused
- Employees need to take breaks/vacation and it will be different, but it is also the new norm
- A company said they are thinking of allowing some vacation sellbacks to decrease what is sitting on the books