



COUNTY OF DANE

DEPARTMENT OF ADMINISTRATION
Room 425 City-County Building
210 Martin Luther King Jr. Blvd.
Madison, WI 53703-3342
Phone: (608) 266-4941
Fax: (608) 266-4425 TTY WI Relay 711

GREG BROCKMEYER
Director of Administration

Date: March 16, 2020

To: All Employees

From: Greg Brockmeyer
Director of Administration

Subject: Updated Coronavirus Travel Restrictions

On March 10, 2020, we recommended that employees do not travel domestically to states with more than 10 cases of COVID-19. We developed a policy that required that employees that traveled to states with more than 10 cases would not be permitted to return to work for 14 days after returning to Dane County. Today, we are updating that policy based upon updated guidance from Public Health.

If you choose to travel to a state that has on-going community transmission of COVID-19, as determined by the Centers for Disease Control and Prevention, on the date prior to your travel, you are required to inform your supervisor, and will not be allowed to return to your workplace for 14 calendar days after your return to Dane County. As of 3/16/2020, this includes Washington, California, and New York. The CDC maintains a list of states with community transmission on their website: <https://www.cdc.gov/coronavirus/2019-ncov/cases-in-us.html>. Users can click a "+" symbol under the map to see a table that identifies whether a state is reporting sustained community transmission. This travel restriction will remain in place until further notice as we continue to monitor the efficacy of this measure.

Dane County is strongly encouraging employees to postpone or cancel **ALL** non-essential travel. Even if the destination does not currently have community transmission, it is important to not travel to these locations because you may spread the virus to these areas. If Wisconsin develops community transmission of the virus, this does not mean that these restrictions become less important. We need to use prevention to slow the spread of the disease and protect the most vulnerable.

This is a rapidly evolving situation and we will be continuing to provide updates and adjust the policy as necessary. Thank you in advance for your flexibility, understanding, and service to Dane County.

Stay healthy by washing your hands, cover your cough, practice social distancing and stay home from work if you're sick.