



Business Preparedness Update

EXECUTIVE ORDER: 20-56

[MN.gov/governor/news/executiveorders.jsp](https://mn.gov/governor/news/executiveorders.jsp)

dli.min.gov/updates

Justin Black



EO 20-56

Businesses Not Opened Yet:

Barbers, Salons, Spas and businesses requiring prolonged close physical contact.

Bars, restaurants, in-person dining.
Gyms, fitness studios.

Places of public amusement:
Museums, zoos, concerts, bowling, indoor events.



EO: 20-56

June 1st Phasing: Outdoor Dining, Barbershop/Salon

- Outdoor Dining can begin June 1st with seating limited to no more than 50 patrons.
- Barbershops & Salons can open and operate at 25% occupancy.

* In both industries customers will be either strongly recommended or required to wear masks, make reservations, and adhere to social distancing requirements.*



EO 20-56

Open For Business:

All Retail and Businesses that Sell, Rent, and Repair Goods.
Household Services.

Must Implement a COVID-19 Preparedness Plan. Include protocols for customers.

Max 50% Occupant Capacity.



What do we do?

Create or Update a COVID-19 Preparedness Plan

1. Self-Monitoring
2. Screening
3. Employee Leave & Health Info. Privacy Protection
4. Handwashing, Hygiene & Respiratory Etiquette; (EE's & Customers)
5. Personal Protective Equipment (PPE)
6. Social Distancing; Add Language Describing Specifics
7. Cleaning, Disinfecting, Decontamination & Ventilation
8. Communication, Training, Compliance, & EE Involvement
9. Pick-up, Drop-off, & Delivery
10. In Store Shopping



COVID-19 Preparedness Plan

Additional Requirements:

#3. EMPLOYEE LEAVE & HEALTH INFO. PRIVACY PROTECTION

- Add language describing how your going to keep EE Health Status & Information, Private & Protected.
- Stacy Johnston - HR



COVID-19 Preparedness Plan

Additional Requirements:

**#4. HANDWASHING, HYGIENE & RESPIRATORY ETIQUETTE;
(EE's & CUSTOMERS)**

1. Add language describing how hand soap and sanitizer will be provided, supplied, and maintained for customer and visitor use.
2. Describe how instructions and reminders will be communicated.



COVID-19 Preparedness Plan

Additional Requirements:

#6 SOCIAL DISTANCING: Add Language Describing Specifics



#6. SOCIAL DISTANCING of six feet will be implemented and maintained between workers, customers and visitors in the workplace through the following engineering and administrative controls: **Describe** what your company is doing to: use telework, flexible work hours, staggered shifts and additional shifts to reduce the number of employees in the workplace at one time; and provide signage, markings and instructions for employees, visitors and customers about social distancing. **Describe** physical workplace changes, such as increased distance between workstations and worker spacing on production lines and at checkout stations. **Describe** how aisles, display cases, tables, clothing racks, counters, checkout stations, etc. will be arranged and how the flow will be directed to allow for social distancing between workers, customers and visitors. *If spacing cannot be increased or social distancing consistently maintained, **Describe** how barriers and guards will be used. **Describe** how occupancy requirements, customer numbers, flow and interactions will be safely conducted during drop-off, pickup, delivery and in-store shopping. **Describe** how workers, visitors and customers will be prevented from gathering in groups in common areas and confined areas, including elevators. **Describe** how personal protective equipment, phones, pens, computer equipment, desks, cubicles, workstations, offices or other personal work tools and equipment will not be shared and, if used by more than one person, cleaned and disinfected between users. **Describe** how riding in or sharing of vehicles will be addressed. **Describe** communications plans to address employee, visitor and customer questions and concerns.*

COVID-19 Preparedness Plan

Additional Requirements:

#7. CLEANING, DISINFECTING, DECONTAMINATION & VENTILATION

1. **Describe** your cleaning schedule, who will be conducting the cleaning, what products you will be using, and how you will disinfect if a worker, customer or visitor is symptomatic or is diagnosed with COVID-19.
CDC.gov/coronavirus
2. **Describe** what cleaning and disinfecting supplies that have been purchased, for what purpose and how they should be used, including if personal protective equipment is required.
3. **Describe** steps being taken introduce fresh air, to improve air circulation, and to properly use and maintain ventilations systems.



COVID-19 Preparedness Plan

Additional Requirements:

#8. COMMUNICATION, TRAINING, COMPLIANCE & EE INVOLVEMENT

1. **Describe** how additional communication and training will be ongoing and provided to all workers who did not receive the initial training.
2. **Add language** for addressing EE concerns, questions, and suggestions for improvement.
3. **Describe** how Management and EE's are to work through this new program together and update the training as necessary.



COVID-19 Preparedness Plan

Additional Requirements:

#9. PICK-UP, DROP-OFF, DELIVERY

1. **Include** instructions for customers and visitors about how drop-off, pick-up, and delivery will be conducted to ensure social distancing between the customers and EE's; required hygiene practices; and recommendations that customers and visitors use face masks.
2. **Advise** customers and visitors they should not enter if they are experiencing symptoms or have contracted COVID-19.
3. **Provide** necessary signage.



COVID-19 Preparedness Plan

Additional Requirements:

#10. IN STORE SHOPPING

1. **Include** instructions for customers and visitors about how drop-off, pick-up, and delivery will be conducted to ensure social distancing between the customers and EE's; required hygiene practices; and recommendations that customers and visitors use face masks.
2. **Advise** customers and visitors they should not enter if they are experiencing symptoms or have contracted COVID-19.
3. **Provide** necessary signage.



Recap

Update or Create a COVID-19 Preparedness Plan

1. Self-Monitoring
2. Screening
3. Employee Leave & Health Info. Privacy Protection
4. Handwashing, Hygiene & Respiratory Etiquette; (EE's & Customers)
5. Personal Protective Equipment (PPE)
6. Social Distancing; Add Language Describing Specifics
7. Cleaning, Disinfecting, Decontamination & Ventilation
8. Communication, Training, Compliance, & EE Involvement
9. Pick-up, Drop-off, & Delivery
10. In Store Shopping





Business Preparedness Update

EXECUTIVE ORDER: 20-54

[MN.gov/governor/news/executiveorders.jsp](https://mn.gov/governor/news/executiveorders.jsp)

Justin Black



Executive Order: 20-54

Protect EE's from Unsafe Work Conditions/Retaliation

EE's Must Not Be Discriminated or Retaliated Against for:

1. Verbal or written communication questioning or raising health or safety concerns. (MN Statute 182.654)
2. EE's Reasonable choice and use of PPE.
 - ~ Can use their own unless breaks company policy or violate industry standard.
 - ~ Company can require EE to use company supplied PPE if it meets or exceeds EE's PPE.



Executive Order: 20-54

Protect EE's from Unsafe Work Conditions/Retaliation

EE's Must Not Be Discriminated or Retaliated Against for:

3. Refusal to work in unsafe conditions they believe presents imminent danger of death or serious physical harm.
4. Refusal to work after the EE has asked for the hazardous condition to be corrected.



Executive Order: 20-54

Protect EE's from Unsafe Work Conditions/Retaliation

EE's Must Not Be Discriminated or Retaliated Against for:

5. Filing a complaint with the MN DLI or MNOSHA.
 - ~ If they believe a violation of safety or health standard threatening physical harm exists.
 - ~ EE's are being directed to report to the MN DLI and OSHA



Ex. Order 20-54 Violation

MN DLI Authorization (MN Stat. 182.669)

RECEIVE COMPLAINT

INVESTIGATE &
INSPECT

ENFORCE ACTION

Backpay & Fines



Executive Order: 20-54

Protect EE's from Unsafe Work Conditions/Retaliation

EE's Shall Not Lose Unemployment Benefit Eligibility If They Quit or are Retaliatorily Terminated Due To:

1. Employer's failure to correct any Adverse Work Conditions after:
 - ~ EE questions or complains to employer.
 - ~ Employer had reasonable time to correct.
 - ~ To no avail.



Executive Order: 20-54

Protect EE's from Unsafe Work Conditions/Retaliation

Examples of Adverse Work Conditions:

1. Failure to develop or implement a COVID-19 Preparedness Plan.
2. Failure to adequately implement MN OSHA Standards.
3. Failure to adequately implement MDH or CDC guidelines.

* Employers must ensure EE's have safe work conditions*



Executive Order: 20-54

Protect EE's from Unsafe Work Conditions/Retaliation

Employers' are Obligated to Provide Reasonable Accommodations
Related to COVID-19 for: (MHRA & MN Stat. 2019, Chapter. 363A)

1. Qualified employees with disabilities, as defined by MHRA:
 - ~ High risk health conditions. (CDC or MDH Guidelines)
 - ~ COVID-19 Exposure or Contraction.

* Employers should collaborate wherever possible.*



Executive Order: 20-54

Protect EE's from Unsafe Work Conditions/Retaliation

Examples of Reasonable Accommodations Related to COVID-19:

1. Work from home.
2. Adjusting schedules or workstations.
3. Use of shield separation.
4. Permitting use of leave





How to Reach Us

Justin Black

MAILING ADDRESS

1831 E. 8th St. STE 103; Duluth, MN 55812

EMAIL ADDRESS

Justin@gomomentiv.com

PHONE NUMBER

(218) 481-7688 (o)

(218) 428-8924 (c)