

EMAIL MESSAGE

March 13, 2020

From: Joi Dean, Chief Executive Officer, Richmond Metropolitan Transportation Authority

To: Richmond Metropolitan Transportation Authority Board

As you all are aware, yesterday, the Governor declared a State of Emergency here in the Commonwealth in response to the continued spread of the novel coronavirus or, COVID-19. At our Board meeting on Tuesday, we discussed the precautions that the RMTA has put in place in an effort to keep our employees safe. Since that time, I have been in contact with VDOT and IBTTA in order to ensure that we are operating in line with precautions that are being made by others in the tolling industry. I can report that the precautions that we have put in place are in line with current industry standards. We reported on Tuesday that we have provided hand sanitizer and extra soap at all facilities. Effective immediately, all individuals who handle money are required to wear gloves. Lastly, we have increased the frequency of the cleaning of the plazas.

The Governor has directed the Secretary of Administration to implement a phased in approach to teleworking. Many companies in the Richmond region have already directed their employees to work remotely. Yesterday, all central office employees and designated field employees took their laptops home to ensure that they could access all necessary documents and systems should they need to telework. The RMTA business continuity plan is currently being updated and will be completed today.

We have restricted all non-essential travel. Since our meeting on Tuesday, the IBTTA Conference that staff planned to attend has been rescheduled to the fall. The Women in Innovation conference that was scheduled for next week here in Richmond has been cancelled.

We will continue to monitor all reports from the World Health Organization, the CDC, and the Virginia Health Department. Please know that we are doing all that we can to ensure that everyone that is a part of the RMTA family remains as safe as possible.