



MEMORANDUM

DATE: March 19, 2020

TO: All Employees

FROM: Jason Phillips, CEO
Douglas DeFlicht, COO

SUBJECT: The Challenge Facing Us – COVID-19

I want to let everyone know that management staff and the executive team have been closely monitoring the COVID-19 (coronavirus) outbreak. The situation continues to evolve quickly and the impacts to our communities and the Friant Water Authority is still largely unknown. Our large annual meeting event has been postponed, our face to face meetings have changed, but we are determined to continue to supply water to Friant Division cities, fields and farms during this critical time. We think it is crucial that together we take steps to protect our people, our family and our districts amid this pandemic.

First and foremost, as we ensure the continuity of operations of the Friant-Kern Canal, we want to maintain a safe workplace. Toward that end, employees have been encouraged to use telephone and video conferencing instead of face-to-face meetings as much as possible during this outbreak. While not all positions are conducive to remote/telework, those positions that can effectively perform work remotely will be strongly encouraged.

The executive team is working hard to keep the employees of Friant Water Authority at work. You are all essential staff and the work you do is considered essential duties for the purposes of delivering water, and for the maintenance of public safety through continued operation of the Friant-Kern Canal. **As employees you are therefore deemed exempt from the various County and City orders to 'self-isolate' or 'shelter-in-place' for purposes of work.**

What we know about this pandemic situation is changing daily and it could get worse before it gets better. Every one of us will have an opportunity to contribute to FWA's durability. It falls on all of us to ensure we do not report to work ill. The Authority provides paid sick time and other benefits to compensate employees who are unable to work. While we understand being put in the situation of using your vacation or sick leave during this outbreak may not be palatable, it may be necessary to keep the community and canal running safely. Staff is currently reviewing the latest laws passed that may help through this unprecedented time to provide full flexibility.



We appreciate your diligence in trying to slow the spread of this virus. Please understand the seriousness of this pandemic, and the effect it can have on your families and communities. We will continue to monitor the situation and make changes as necessary. Our primary focus is our employees and the Friant-Kern Canal.

Thank you. Stay safe and healthy.

A handwritten signature in blue ink, appearing to read "Jason Phillips".

Jason Phillips
Chief Executive Officer

A handwritten signature in blue ink, appearing to read "Douglas A. DeFlich".

Douglas A. DeFlich
Chief Operating Officer