

Ben Carlson

From: Kris Carlson
Sent: Monday, March 23, 2020 2:53 PM
To: TMI-Office
Subject: Implementation of Remote Work Measures In Response to COVID-19

Team,

While it is a privilege to have our work contributing to providing essential construction services to healthcare providers responding to COVID-19, it is not essential for all of us to perform our responsibilities from the Camas office. In order to better protect and preserve our wellbeing and to fulfill our ability to provide these essential services, the following individuals are instructed to work remotely starting this Wednesday March 25th;

Kris Duell
Mike Bjerke
Alissa Tseu
Steve McIntyre
James Wicker
Jay Lewis
Wes Bentley
Kirk Lillebo
Kandice Marks
Kelly Arlett
Doug Vanderpool
Sean Scott
Brian Barnett
Ben Wenner
Kurt Duong

Work responsibilities should be closely coordinated with supervisors while working remotely. While it may be necessary to perform certain tasks at the main office, those events should be limited and purposeful. For those who are designated to work from the Camas office, utilize every opportunity to work remotely when possible. As our workload involving essential projects changes, our staffing commitments at the Camas office will also change to address workload commitments.

These remote work measures will remain in place until Friday April 3rd.

Sincerely,

Kristofer Carlson

President

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