

MEMORANDUM

Date: October 28, 2021

To: Executive Branch Agency Leadership & HR Directors

From: DeAngela Burns-Wallace, Secretary of Administration

Subject: Additional Extension of Remote Work

Over the last month the state's positivity rates have been on a steady decline, but data tells us that with winter months brings potential upticks in the numbers due to increased indoor activities, upcoming holidays and social gatherings. Additionally, there is strong indication that the vaccine for children ages 5-11 will be available in early November which we encourage families to take advantage. Overall, we need to be diligent and continue to utilize all measures to stop the spread in the coming months.

Therefore, all agencies under the authority of the Governor are hereby directed to continue with the remote work plans that have been in place since September. Onsite staffing should be limited to only those necessary to safely conduct agency operations and agencies should continue to take all necessary precautions and COVID-mitigation measures to keep those employees who are unable to work remotely due to the nature of their jobs safe and to keep State of Kansas offices open to the public.

This remote work model will remain in place through January 1, 2022. If the steady decline continues, we anticipate remote work employees returning to the office at the start of the new year.

All other provisions of the guidance in the memorandum dated August 25, 2021, remain in effect.

Vaccine and Testing Available

As a reminder, testing and vaccinations sites are available around the state at no cost. To find a free testing location in your community, or guidance about who should get tested, visit: knowbeforeyougoKS.com. To learn more about the vaccines and schedule a vaccination appointment, visit: kansasvaccine.gov/.

In Topeka, the KDHE Vaccination Clinic at the Kansas History Museum will be open every Thursday and Friday from 8:30 am to 4:30 pm continuing indefinitely. Please note that the Clinic is not limited to just State employees and their families, so feel free to share this information with any interested party. All three formulations of vaccine (Pfizer, Johnson & Johnson, and Moderna) will be available every day, including boost doses for those that are approved to receive them. Vaccinations are available for all individuals ages 12 and up, but minors must have an adult present in order to be vaccinated. The Clinic will be able to support vaccinations for all boost doses as well as children ages 5-11 once those additional groups have been approved for vaccinations.