

**From:** Steven Bergstresser  
**To:** All\_City  
**Date:** 3/24/2020 3:44 PM  
**Subject:** Please Read - An Update to All CoK Employees

Good afternoon, CoK Team.

Since Governor DeWine's "stay at home" directive was announced Sunday, effective from 11:59 p.m. March 23, through April 6, I felt compelled to touch base with all of you. I waited a bit to let the dust settle and allow you to get yourselves and loved ones safely situated.

My first thoughts were, "We all did this just in time. We are all good to go! And, we are one, awesome team!" But, I didn't have anyone in the office to high five; and, oh that's right, we aren't allowed to high five. So, here is a virtual handshake, high five, pat on the back, thumbs up and huge "thank you" to all of you for, once again, being the exceptional example for your families, friends, coworkers and, of course, our residents.

During the past two weeks, we have been working under our Emergency Operations Center (EOC) model for mission critical functions. From that, we have all had to adapt to new schedules and workspaces. Even our first responders have made changes to heighten levels of protection. And, through all of this, I've heard nothing but positivity—even when the news isn't so great. Everyone is somehow finding that silver lining no matter the circumstance and bringing resolution and spectacular workarounds with every single glitch that comes our way.

Things continue to run as normally as expected at City facilities. Residents are calling about taxes and trash. There is a City Council meeting tonight at 7:30 at which social distancing is priority. I will send an adaptive work policy to all of you soon that will have answers to help you navigate through HR-related items such as sick leave, virtual doctor visits and overall wellness during this time. Planning and Development, PRCA and others are happily assisting with mail and other administrative functions, as needed. PRCA staff is helping the Backpack Program with food delivery for Kettering kids. And, your Department Directors are keeping you advised and addressing your needs along the way.

When things get back to normal, we will review our EOC model, and your feedback will be an integral part of that. For now, I have three questions for you. 1). How are you truly doing? 2). What do you need from us? And, 3). What are your sentiments as part of the CoK team and processes in place to try to keep everyone safe during this time? Please document your

answers and feedback along the way as they will be useful when your Directors ask you for your input later.

You are all essential to this team. Our health, productivity and capability to continue exceptional services to our residents are vital; and, the combination of tireless teamwork, respect and patience has shown its power and grace. Again, we have proven we are who we think we are. Because of you, we are unstoppable and prepared to tackle anything that comes our way--together. I am overwhelmed with gratitude for your passion, efforts and dedication to one another and this community.

Until next time,

Steve

**Steve Bergstresser, P.E.**

Acting City Manager

Assistant City Manager / City Engineer

City of Kettering | 3600 Shroyer Road | Kettering, Ohio 45429

v. [937.296.2412](tel:937.296.2412)

| f. [937.296.2550](tel:937.296.2550)

| [Steven.Bergstresser@ketteringoh.org](mailto:Steven.Bergstresser@ketteringoh.org) | [www.ketteringoh.org](http://www.ketteringoh.org)

*The City of Kettering invites people with disabilities to enjoy our programs, services, parks, and facilities.*

*Please call [296-2439](tel:296-2439) for more information about accessibility or to request a modification.*

*For TTY assistance, contact Ohio Relay Service at [800-750-0750](tel:800-750-0750).*

*Email to and from the City of Kettering is open to public inspection under Ohio's public record law.*

*Unless a legal exemption applies, this message and any response to it will be released if requested.*