

McMinnville campus reopening and the return-to-work process

June 3, 2020

Dear colleagues,

In an effort to minimize the spread of the novel coronavirus, your Temporary Telecommuting Agreement was extended on April 24 and is now scheduled to expire June 13. In anticipation of Yamhill County entering Phase II of its reopening plan by then, Linfield's McMinnville campus will reopen for all employees to return to work on Monday, June 15.

These are unprecedented times and the importance of employee safety remains paramount. Accordingly, a number of measures will be implemented as we follow the Centers for Disease Control (CDC) and Oregon Healthy Authority (OHA) guidelines. A detailed message that includes new policies and procedures will soon be sent to you to assist you in preparation for your return to campus.

In the meantime, if you're considered to be in a high-risk health category as [defined by the CDC/OHA](#), please contact your medical provider to obtain a doctor's note for verification and provide it to your immediate supervisor and the Office of Human Resources. We stand ready to work with you on a case-by-case basis.

Thank you for what you do, and for being an important part of this community. We look forward to welcoming you back soon.

Sincerely,

Mary Ann Rodriguez
Vice President of Finance and Administration/CFO