

**Subject:** Elevated Temperature Monitoring  
**Date:** Tuesday, March 24, 2020 at 4:25:01 PM Eastern Daylight Time  
**From:** Greg McClain  
**To:** Everybody MMC and MOP  
**Attachments:** image001.gif, image002.jpg

Hello everyone,

I want to thank each of you for working towards making everyone as safe as is possible and at the same time continue to serve our community with the basic needs they require.

We have segregated ourselves from the public as much as possible and now are implementing plans to split up our organization into various groups to better segregate ourselves from each other.

One effort that is most important is to enhance our temperature monitoring of each of you to watch for signs of the virus. Here are some things to know.

We have all known that the more tests that are being performed in our community, that there would be some positive cases begin to show. So far, Blount County has 3 cases and will definitely rise over the coming weeks. However, let's put this in perspective. Health experts are only testing people exhibiting one or more of these three symptoms 1) Shortness of breath 2) Cough 3) Fever over 100.4. Many people who go for testing are sent home because they have no symptoms that rise to the need for testing. The vast majority of people feeling bad and showing various symptoms do not have the virus.

96% of all tests taken around the world have come back negative. Please find comfort in that fact.

We expect to receive some additional handheld temperature devices tomorrow. We will be distributing them to each department as soon as they arrive. I have asked each Managing Director to begin the process of taking temperatures of each employee as we arrive in the morning and again in the evening as we leave for the day.

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Elevated Temperature Procedures

Anyone screened with a handheld temperature device and found to have a temperature of 100 and above will call HR.

Arrangements will be made to take the temperature with a standard thermometer to ensure accuracy.

Employee should stay in their office until an accurate temp can be determined.

If the employee has a temperature of 100.4 or higher, we refer them to the drive-thru location for consultation with medical staff to determine next steps.

If negative, employee can use regular sick pay until fever-free for **24 hours** or after symptoms have improved at which time they can return to work.

If positive, the employee would go on a 14 day emergency sick leave absence – eligible for ESLP.

Please understand we owe it to each other to tell our Supervisor if we are feeling bad or go get tested. Our Managing Directors in conjunction with Human Resources hear to help each of you navigate through this time whether you are sick or healthy.

Proud and privileged to work with each of you even if it is 6 feet apart.

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