
NARA Notice 2020-170: COVID-19 Response in California, Texas, and the Hoover Library

Tue, Sep 8, 2020



To: All Employees.

Attention supervisors: If you have employees who do not have access to a computer, please ensure that those employees receive a copy of this notice. This includes employees on LWOP or paid leave.

I am pleased to announce that five more NARA facilities have entered into Phase I of our [Phased Reopening Plan](#). Based on local public health conditions and the readiness of each facility, I have authorized the following facilities to begin Phase I reopening: the Lyndon B. Johnson, Richard Nixon, and Ronald Reagan Presidential Libraries, and the archives and Federal Records Centers at Fort Worth, TX, and San Bruno, CA.

All five facilities have met NARA's criteria to enter into Phase I: procedures are in place for cleaning, social distancing, health assessments, and contact tracing; state and local government policies permit reopening; dependent care and public transportation limitations will not impede reopening; and sufficient staff are available to perform on-site Phase I work functions. In each case, local public health conditions in the surrounding counties support reopening the facilities. In particular, we believe that the COVID-19 data challenges that the State of California reported in early August have been resolved and that their data can be relied upon again to support our decision-making. This notice rescinds the delay in reopening that I announced for California facilities in [NARA Notice 2020-138](#).

The five facilities I have authorized to reopen today will follow the same procedures and limitations announced in [NARA Notice 2020-134](#). Staff will not be scheduled to return before September 15. Staff at the Library should not return to the worksite until you are contacted by your supervisor and have scheduled your return.

I regret to inform you that the Herbert Hoover Presidential Library in West Branch, IA, has been closed. Last week, the local jurisdiction where the Library is located (Johnson County, IA) reported public health metrics that exceeded NARA's targets for safe operation of our facilities. Last week, Johnson County, IA, realized almost 1,100 new cases per 100,000 population and its positivity rate exceeded 18%. These metrics vastly exceed NARA's targets for safe reopening of 200 new cases per 100,000 and 10 percent positivity. The Library will remain closed until local public health conditions improve.

The continued uncertainty of the pandemic can be stressful. If you need assistance, please take advantage of the Employee Assistance Program (EAP). EAP services are free, confidential, and available to all NARA employees, supervisors, and family members. EAP counselors are available 24 hours a day, seven days a week, by telephone 24/7 at 1-800-222-0364 (TTY 1-888-262-7848) or online at www.FOH4YOU.com. EAP information can also be found at the NARA@work EAP page.

With today's announcement, I have authorized a total of 31 NARA facilities to enter into Phase I reopening. This number does not include the Civilian Personnel Records Center or the Hoover Library, both of which had to close when local public health conditions exceeded NARA standards for safe operation. We will continue to monitor local public health metrics at all NARA facilities and will reopen or close additional facilities when local conditions require a change in NARA's operating status.

Thank you for your patience and flexibility as we carefully reopen our facilities and restore our mission functions and operations.

DAVID S. FERRIERO

If you have questions about this notice, contact:

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