

## SERVICE MODIFICATION REQUEST FORM TEMPLATE

**DEPARTMENT**

Health &amp; Wellness- Social Services

1. Describe the service modification request.

*Please including the reason for change*

Beginning June 15th 2021 all Children and Family Services Workers will be resuming face to face visits with families. Foster Care Orientation and Training will be a mix of in person and virtual formats Out of state visits to ensure child well being will resume

2. Who will be impacted by the change?

*Consider the racial equity impacts for both service users and staff*

All children and family services staff and the families they work with.

3. How will this change impact workplace safety during COVID-19?

Workers will continue to use PPE and social distancing when making visits to families.

4. Will this change bring additional staff or residents into your assigned county building?

- NO

5. Has this request been reviewed and approved by your Deputy County Manager or Executive Team member?

- No

Use the [online service modification request form](#) to submit official requests

## SERVICE MODIFICATION REQUEST FORM TEMPLATE

### DEPARTMENT

Public Works – Arden Hills

1. Describe the service modification request.

*Please including the reason for change*

Our Highway Maintenance employees have been coming into work every day throughout the pandemic because their job responsibilities require them to.

As part of our initial service delivery plan, the highway maintenance group moved into staggered shifts for start and end times and also moved into day/night shifts as a part of snow plowing operations.

2. Who will be impacted by the change?

*Consider the racial equity impacts for both service users and staff*

This will only impact the highway maintenance employees.

3. How will this change impact workplace safety during COVID-19?

All Public Works employees have been afforded the opportunity to get vaccinated, with the second dose being administered on April 6 for the majority of the PW employees. We know that PW had a high rate of employees receiving the vaccine. All established Ramsey County health, safety and cleaning protocols and policies have been and will continue to be followed.

With the highway maintenance employees coming into work throughout the pandemic, we did not experience any major impact to our employee availability due to contracting COVID or being exposed to it and needing to quarantine.

Employees were conscientious about following the protocols and we expect the same to occur if we can bring them back into a single start and end shift.

4. Will this change bring additional staff or residents into your assigned county building?

- NO

5. Has this request been reviewed and approved by your Deputy County Manager or Executive Team member?

- YES

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