

Idaho Conference Office Staff Guidelines for Re-opening

During the current Stage 4 (state-wide) and modified Stage 3 (Ada County) of Idaho's reopening, Idaho Conference staff will continue to work in a hybrid format, both working remotely at home and working in the office. Who will be in the office Monday through Thursday will vary from week to week, based on time-sensitive projects. Employees who are not comfortable with returning to the office may continue to work from home.

We will continue this hybrid arrangement at least through August 31, 2020.

The Conference Office will be closed to the public, with access to others by appointment only. If you need to make an appointment, please call 208.375.7524 or email idconf@idconf.org. Our preference is to use phone/email/Zoom to meet with others outside the office, where possible. For those who make an appointment, if you are sick, please reschedule for a time when you are completely well. Face coverings are encouraged. Please note that since the office is in the City of Boise where it is mandatory to wear a face covering in public spaces, you may be asked to wear a face covering when in the conference office. It is our preference that you do so.

Administration feels that we can work in the office and still maintain the protocols called for in the state's guidelines:

- Engage in physical distancing of at least six feet
- Wear face coverings in public places
- Stay home if sick
- Practice good hand hygiene
- Cover coughs and sneezes
- Disinfect surfaces and objects regularly

Thank you for your patience as we continue to move forward with mission and ministry during this pandemic. Please take care for your own and others' health. We encourage our members to follow state and federal guidelines/mandates and conference expectations to keep us all safe to continue in mission and ministry.