

**MEMORANDUM**

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| **TO:** | **All DCF Staff** |
| **FROM:** | **Commissioner Vannessa Dorantes** |
| **DATE:** | **December 16, 2020** |
| **SUBJECT:** | **Storm Preparedness** |

Due to the impending inclement weather, Governor Lamont is directing that all Executive Branch state office **buildings** **be closed to the public** tomorrow on 12/17/20.

The storm most likely will begin between 5:00 p.m. - 8:00 p.m. tonight with overnight driving hazardous. The most snowfall is believed to arrive between 10:00 p.m. - 4:00 a.m.

Early predictions indicate 8-12 inches are expected in the Eastern part of the state and the Coastline, 12-16 inches in Hartford and Fairfield County, and 16-20 inches in the Northwest Hills.

The early rush hour on Thursday will have a moderate to major impact, but the full extent is unknown at the present time.

Staff who work in a 24/7 operation, such as the Careline and the Solnit facilities, are to do what they typically do in a storm. If clarity is needed, please contact your chain of command.

The Solnit South and Solnit North schools will be closed on 12/17/20.

For the remaining staff, if you are able to telework, please do so accordingly. If you are not able, please consult with your supervisor regarding work assignments for the day.

Any other circumstances not covered by the above will be handled on a case-by-case basis.  Please refer any questions to your Human Resource or Payroll Representative.

We are directing that only emergency use of state vehicles is authorized.

As always, all state employees are encouraged to monitor the “[Notification of Early Release/Late Opening for State Offices](https://portal.ct.gov/demhs/notification-of-early-release---late-opening-for-state-offices)” page on the DEMHS website for additional information.

There are multiple ways for you to stay informed before, during, and after a disaster. The following is a list of resources available to you during an emergency or disaster situation: <https://portal.ct.gov/DEMHS/Emergency-Management/Resources-For-Individuals/Staying-Informed>

We will provide you additional updates as they become available both in writing and via the Everbridge system.