



Ohio | Manufacturing
Extension Partnership

COVID-19 Resources for Manufacturers

We have consulted lawyers, national networks, and resources to bring practical guidance and real information specifically for manufacturers.

This is NOT one of those emails about how our company is handling the crisis. This is a list of the best resources we can find to help you, Northeast Ohio manufacturer, weather the storm. Our team at [MAGNET](#) has compiled a one-stop shop for many of your question, big and small. As we get new information, we will be continuously updating our [resource page here](#).

MAGNET will do whatever it takes to help the manufacturing community stay strong.

Here are 11 practical considerations and action items:

Management Tip 1: FMLA rules have changed, and if you are under 500 employees you NEED to read [this article](#) IN FULL.

IMPORTANT: Even if you are under 50 employees and normally are exempt from the Family and Medical Leave Act of 1993, these changes apply to you and go into effect around April 2. Essentially, the new law means that **all companies must provide 80 hours of sick leave for all full-time employees**. You will pay upfront to employees but be reimbursed fully by the federal government in the form of a refundable tax credit.

This is not in addition to other sick leave provided by the company, but is before any other sorts of time off are to be used. There are nuances of how much you pay based upon the reason for sick leave. This sick leave can only be used for pre-approved Coronavirus issues. [Read here for more](#).

Management Tip 2: Have you modeled your cash position?

Cash is king, and there are two programs that might help you – the SBA disaster relief loans and an employee furloughing program – as a way to reduce hours without laying your people off...[read more](#)

Management Tip 3: Explore your insurance coverage

Everyone's business interruption insurance and general insurance is different, but you don't want to miss out if something shuts you down. Get in front of your lawyer and broker right now...[read more](#)

Management Tip 4: Double down on your customers, they are still your lifeblood

While this crisis is likely going to get worse before better, communicate and be there for your customers as a top priority. Do not let urgency be the enemy of the important...[read more](#)

HR Tip 5: What about OSHA, HR, and safety concerns related to the virus?

Culled from hundreds of questions, here are the top HR questions we have heard. [All answers and the full list is here.](#)

- **What can or can't I ask my employees about their health because of HIPAA? [Answer here.](#)**
- **When can or can't I put someone on unemployment insurance? What if they need**

to take care of kids? What if they are quarantined? What if I just want them to go home because they are worried? [Answer here.](#)

- Is there a best practice with regard to a manufacturer who has seen an infection? What does the law say and what is best practice once we have sent someone home? Do we have any risk because the infected person was in the shop and touched surfaces? When might we actually have to shut our facility down legally and from best practice? [Answer here.](#)
- Can I send an employee home if they display symptoms? Can I take their temperature? What if they have traveled to a COVID locations? What if they have tested positive for COVID? [Answer here.](#)
- Am I liable if an employee is ill at work? Can employees refuse to come in because they fear being infected? [Answer here.](#)
- When would I need to shut down, how can I avoid doing that? [Answer here.](#)
- How can vacation time/paid time off/sick time be required to be used and for what purposes? Can I advance time from later in the year? What if it is all exhausted, do I need to pay for more? [Answer here.](#)
- What do I do if I am forced to temporarily lay off employees or significantly reduce their hours? [Answer here.](#)

HR Tip 6: How will unemployment changes in Ohio affect me?

The state is giving much more generous unemployment right now, and rates may go up in the future, spread across all employers. [Read more](#)

HR Tip 7: Now is the time to build company loyalty (and dispel crazy rumors).

Understanding what you can do to help your employees feel calm and share real information about this pandemic is critical. We have compiled the best resources here. [Read more](#)

IT Tip 8: With strange times come more attempts to phish, beware. [Read more](#)

Operations Tip 9: How are other manufacturers protecting themselves in their plant?

South Korean companies are the gold standard these days. We have compiled some of their best practices. [Read more](#)

Operations Tip 10: Are you disinfecting all of the areas you need to with EPA-approved COVID cleaners? [Read more](#)

Management Tip 11: Will you look for the opportunity even in this disaster?

We are all going to have to hunker down and survive first, but as leaders we have to continue looking to the future to provide hope and to make sure that when things are better we are better. [Read more](#)

A lot of folks are asking, “When will it all end? Aren’t we over-reacting?” We have compiled the best real facts about the current virus and potential scenarios of how the economy may be affected in the future. [Read more](#)

[A message of hope](#)

No one has a crystal ball, but I am worried about the economic impact getting worse before it gets better...

I am worried...about the economic impact of this crisis, about ensuring my staff is taken care of, and that their elderly parents and friends are kept far away from this virus. Just like you, I worry about the toll this will take on our businesses and how bad it will get before it gets better. The biggest concern among manufacturers (and many other businesses) seems to be whether we will be ordered to “shelter in place.” I hope and believe (based on my interactions with our political leaders) that manufacturers will be exempt if we figure out early how to practice social distancing in our plants, and send non-essential folks to work from home.

What I know for sure is that I am exhausted, my friends and coworkers and staff are exhausted, and worry seems to permeate everything. If nothing else, we are all in this together.

Despite all of this, I have an abundance of hope and optimism for manufacturing and our leaders.

As a community and as leaders, we have the opportunity to *be the people we want to be*, showing more compassion, listening just a little harder, being kind when it easier to put your head down, and simply

showing up for other people. For these strange times it is not boss-to-subordinate or colleague-to-colleague it is human-to-human. I have seen my staff offer to babysit and take shifts for one another, I have remote employees calling each other just to chat because they know that they are home alone, and I have seen employees volunteer to help COVID-19 patients even at personal risk to themselves. I can see the good even while we all continually brace for impact. We can still be beacons of light to each other, and we can survive this downturn just like we did in 2008.

For now, I wish you Godspeed in the effort to keep our companies running, our economy moving, and our hard-working manufacturing employees safe and well-employed as best we can. Please don't hesitate to reach out if MAGNET can help to that end.

Sincerely,

Ethan Karp

CEO of MAGNET

* [MAGNET's](#) sole mission is to drive Northeast Ohio manufacturing growth.

You can learn more about what we do and how we do it [here](#). Follow updated on this topic on [our COVID-19 resource page](#). We've scoured our networks for the best tips and consolidated them below. To read more about a particular topic, click on any of the associated links. And if you have questions or want personalized guidance, please don't hesitate to

reach out. If we can't answer your question, we know where to turn for help.

[Read Now](#)

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