



NATIONAL ASPHALT
PAVEMENT ASSOCIATION

MEMORANDUM

TO: NAPA Board of Directors & SAPA Executive Directors

FROM: Audrey Copeland, President & CEO

DATE: March 16, 2020

RE: NAPA Coronavirus (COVID-19) Response

NAPA staff and leadership are monitoring the COVID-19 pandemic as well as its impact on public health and business. Many of us have had to adjust our normal, everyday practices and activities.

In an effort to protect the health and well-being of staff in our Washington, D.C.-area office, NAPA will offer staff the option of working virtually from home beginning Monday, March 16. Rest assured, we are not suspending or closing operations. We will continue to serve you and conduct our business on a remote basis for the next two weeks. This is also an opportunity to test our continuity of operations during unexpected situations/disasters and build resiliency into our system.

We have also suspended travel for staff for the next month, unless it's deemed necessary. Many events and meetings that the staff were planning to attend in March have already been cancelled or postponed.

We're very fortunate that our Annual Meeting took place in February. We planned to host an Open House at our new offices on April 2nd and we have made the decision to postpone the Open House until a later date, which will be announced soon. Upcoming in-person events for NAPA members include the [Transportation Construction Coalition Fly-In](#) (May 13-14 in Washington, D.C.) and the [NAPA Midyear Meeting](#) (July 12-15 in Santa Barbara, Calif.). The NAPA staff will be in touch with the TCC Fly-In organizers this week and will communicate any event changes to you immediately. As of now, we expect the NAPA Midyear Meeting to proceed as planned and will quickly communicate any changes to you.

While we have not received any reports of NAPA producer members being unable to deliver mixtures or projects, we have received an isolated report of a State DOT stopping district projects. Our staff leadership team will meet this week to determine if there are actions we can take to help NAPA members navigate this situation. **If you have recommendations on how we can help you, please don't hesitate to contact me.**

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We'd like to share the following resources that may be helpful for you and your employees:

- Centers for Disease Control (CDC) Guidance on [Keeping the Workplace Safe](#). The CDC also has a website dedicated to [Resources for Business and Employers](#).
- The Associated General Contractors of Washington has developed a 1-page [Toolbox Talk regarding the Coronavirus](#). The AGC also has a [Coronavirus webpage](#) including OSHA guidance and “what should employers do?” information.
- The U.S. Chamber of Commerce offers a [Coronavirus Toolkit](#) for businesses and information on the [economic impact](#).

Finally, if you have any challenges reaching NAPA staff during this time, please contact me directly. You may reach me via text or call at my cell phone number below.

Thank you for your continued support as we navigate this changing situation.

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