

Colleagues,

Happy New Year! This From the Director's Desk is a follow up to our annual meetings in early December. It was great to see everyone in person and celebrate a year full of tremendous success and accomplishments! I was really pleased with the thoughtful questions during our Q&A period and want to follow up with the whole team on some of those answers. Some of the questions I received included:

- How will the Governor's Return to Work Executive Order be applied given our limited space?
  - Answer: By now everyone should be in receipt of your Division's return to office plan. While we were able to accommodate many teammates fully in the office, we will also continue to rely upon hybrid rotational schedules in some instances.
- What are we going to do about "ad hoc" remote work like during bad weather?
  - Answer: We will continue to exercise judgment about the safety of conditions while also ensuring continuity of operations. Seek direction from your supervisor when adverse weather occurs.
- Will the State provide a guidance on what the commuting distance needs to be for permanent remote?
  - Answer: Not at this time. I'm handling requests on a case-by-case basis but teammates from Omaha to York are being asked to come into the office.
- Any plans for space reconfiguration?
  - Answer: Yes. I intend to continuously solicit feedback from supervisors on how their spaces are working for their teams. When the Governor's office moves back to the capital, we will also look at ways to increase our capacity in the southwest quadrant of the FNAB.
- Will alternative schedules and 30 minute lunches be permissible?

- Answer: It depends on the business of your team and the agency. Division leaders can consider alternative schedule requests.
- What about parking challenges?
  - Answer: Right now no changes to our existing parking policies are being considered.

Thanks again for the great discussion and congratulations on a very successful 2023. If you haven't already seen the annual report, you can check it out [here](#).

Regards,

**Jason Jackson**

Director, Department of Administrative Services