



On Thursday, October 29, 2020, Kit Carson Electric Cooperative, Inc. (KCEC) management received notification that one employee self- reported as having tested positive for COVID-19, as required by the process established by KCEC.

Per the guidelines set in place by KCEC management, the following actions immediately took place:

- Upon receipt of the notification, KCEC employed rapid response procedures to ensure the safety and well-being of the employees and the Taos community.
- Based on the requirements of established rapid response procedures, KCEC established communications with the employees, the New Mexico Department of Health (DOH), and Holy Cross Medical Center in order to ensure proper reporting, contact tracing, testing, and, subsequent quarantine protocols.
- The affected employee does not generally meet with customers or the public during this time period. We are in the process of reviewing the affected employee's work schedule to identify internal contacts. The affected employee's office was closed temporarily for custodial staff to sanitize and disinfect the office.
- COVID-19 Safe Practices (CSPs) were strictly followed at the KCEC facility. As recommended by Holy Cross hospital, employees and staff with close contact_were guided to publicly available testing resources as a precaution.
- KCEC management remains in close communication with the affected employee, in order to monitor the status of health and wellness, ensure employee has support for remote work (if possible), and access to any additional supports employee may need.

KCEC management has worked diligently over the past seven months to implement policies to ensure the health and safety of our employees and the community that we serve and have established protocols to prevent exposure and spread of COVID-19. The culmination resulted in the ability to respond promptly and in adherence to state and institutional policies. We wish to express our thanks to NM Department of Health, and Holy Cross Medical Center staff for their immediate and ongoing support and communication.

All questions related to this matter should be directed to Luis A. Reyes, Jr., CEO at <u>lreyes@kitcarson.com</u> or Lynn Gilley, Human Resource Manager at <u>lgilley@kitcarson.com</u>

Robert Bresnahan
Russ Coyle
Cristobal Duran
Bruce Jassmann

BOARD OF TRUSTEES

Manual Medina

Bobby R. Ortega

Luisa Valerio-Mylet

Michael H Romero Bernie Torres David Torres



Charles Garcia Corporate Attorney Luis A. Reyes, Jr Chief Executive Officer

Arthur Rodarte This institution is an equal opportunity provider and employer"