

## MEMORANDUM

To: All Staff, Code 2A

Date: 1/4/2023

From: Tom Ta, Facilities Manager

Subject: Dangerous Wind and Rain Impacts Wednesday to early Thursday

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Per our County's Office of Emergency Services partners, there are possibilities of downed trees from strong winds and rain, along with possibilities of power outages and falling debris that may impact roads between today and tomorrow. When driving, make sure to increase the distance between you and the vehicle in front of you.

Please be mindful and dry your shoes on rugs or carpeted flooring when entering a facility to prevent slipping. If you see issues at your workplace resulting from the weather, please immediately report it to a building administration staff member.