



OBETZ PLAN OF THE DAY

March 17, 2020

OBETZ LEADERSHIP CONTACT INFO

Village Administrator	Rod Davisson	614-496-6113	rdavisson@obetz.oh.us
Deputy Village Admin.	Mike Corbitt	614-565-4907	mcorbitt@obetz.oh.us
Human Resources Director	Derek Duncan	614-330-7168	dduncan@obetz.oh.us
Finance Director	Matt Cramblit	614-600-4796	mcramblit@obetz.oh.us
Community Srvcs. Director	Stacey Boumis	614-496-2166	sboumis@obetz.oh.us
Chief of Police	Mike Confer	614-496-6123	mconfer@obetz.oh.us
Parks & Rec Director	Kerri Duffy	614-558-8056	kduffy@obetz.oh.us
ED Director	Stacie Garvine	614-619-3017	sgarvine@obetz.oh.us
Fortress Director	Steve Adams	614-581-8364	sadams@obetz.oh.us
Service Dept. Super.	Gavin Adkins	614-332-4509	gadkins@obetz.oh.us
Water Super.	Marty Ryan	614-496-6770	mryan@obetz.oh.us
Grounds Super.	Jess Griffith	614-595-8842	jgriffith@obetz.oh.us

OBETZ POD:

The Plan of the Day (POD) will inform employees on daily operations while working under the emergency basis work from home policy. Each updated POD will be effective as of the date listed in the header; please use the most up to date POD circulated through your employee email. The below work from home schedule is a rough template that can be altered by direction of directors and superintendents only, based on departmental workflows.

Work from Home Schedule	
0830	Clock-in for Work on mobile app (hourly)
0830-0930	Read updates on COVID-19 from Obetz and News
0930-1130	Conduct Training – Training links are provided below. Training will also be directed by department and division supervisors
1130-1230	Lunch (clock out and back in for lunch)
1230-530	Perform Department Business or Training as directed by your supervisor
530	Clock Out of Work on mobile app (hourly)

DIRECTORS ON DUTY:

During this time, the Village will operate with only one Director on Duty (DOD) that will physically report to the Obetz Administration Building to handle daily operations Monday through Friday. For any assistance on-site, please contact the appropriate DOD. Refer to the schedule below and the contact info on the front page to find the DOD for the day:

DAY	DOD	BACK-UP
MONDAY	Stacie Garvine	Jess Griffith
TUESDAY	Mike Corbitt	Tim Ross
WEDNESDAY	Stacey Boumis	Gavin Adkins
THURSDAY	Steve Adams	Kerri Duffy
FRIDAY	Derek Duncan	Mikaela Lavy