



# DENNIS BONNEN



SPEAKER OF THE HOUSE

## MEMORANDUM

**TO:** All House Members  
86th Legislature

**FROM:** Office of the Speaker

**DATE:** March 13, 2020

**SUBJECT:** COVID-19

As state leaders, it is vitally important we work to meet the needs of the public while balancing the safety of our employees. Out of an abundance of caution and effective immediately, the Texas House of Representatives is suspending all non-legislative gatherings in the House Chamber, House meeting rooms, and the John H. Reagan Building until further notice.

The Speaker's Office, House Business Office, and Legislative Operations offices will remain operational while taking precautionary steps to ensure a safe and healthy environment for our employees. In the event any House departmental employee or an individual within their household receives a positive diagnosis for COVID-19, administrative paid sick leave will be automatically granted.

With regard to members' offices, time, leave, and operational policies remain at your complete discretion. At this time, I encourage you to review your procedures in order to ensure continuity of operations within your Capitol offices and legislative districts. Working remotely or telecommuting are options available at your disposal. Additionally, the Committee on House Administration has been asked to disapprove any non-essential travel.

Per CDC guidelines, employees should be asked to stay at home if they are sick, exhibiting symptoms of COVID-19, or have been exposed to someone else with symptoms of COVID-19.

The Preservation Board has bolstered efforts to sanitize public spaces thoroughly and frequently, and as part of their heightened precautions, have placed additional hand sanitation stations throughout the Capitol and hygiene notices at each of the public entrances. We continue to work with the Governor and Lt. Governor with regard to further actions of the Preservation Board and our response as it relates to the Capitol Building.

To receive updates and information in real time, I encourage you to visit the Department of State Health Services' website at [dshs.texas.gov/coronavirus](https://dshs.texas.gov/coronavirus).

As the situation surrounding COVID-19 evolves, we will continue to adjust, respond, and inform you accordingly.