

Dealer Advisory

May 21, 2020



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Gov. Whitmer Reopens Auto Dealerships and Retail Businesses by Appointment

DADA and MADA are very pleased to announce that Governor Whitmer has signed [Executive Order 2020-96](#), which allows dealership showrooms throughout Michigan to reopen **by appointment**, with safety guidelines in place. In accordance with the order, dealerships may reopen on **Tuesday, May 26, 2020**. The governor's executive order also authorizes small gatherings of 10 people or less starting immediately, as long as participants practice social distancing. ([See press release](#))

This is wonderful news for Michigan dealerships and our customers! Dealers J. Douglas North (North Brothers Ford, Westland) and Ralph Shaheen (Shaheen Chevrolet, Lansing) took part in the press conference and thanked the governor for her work to protect Michigan residents, as she continues to reopen the economy. A recording of the press conference is available [here](#).

As you previously heard, retail businesses in Region 6 (northern Michigan) and Region 8 (Upper Peninsula) are allowed to reopen on Friday, May 21, in accordance with [EO 2020-92](#). Even though today's executive order has a later effective date, all dealership, regardless of reopen date, will need to comply with the safety guidelines outlined in today's EO 2020-96, which provides information specific to dealerships. This creates a clear operational standard for all dealerships throughout the state.

DADA, MADA and ADM have been working with the governor's team and Michigan legislators on a daily basis (sometimes hourly!) to help get to this point. Dealers have already been enforcing strict health and safety guidelines as part of their essential parts, repair and maintenance operations. You understand what is required to keep employees and customers safe so opening showrooms was the natural next step.

We thank Governor Whitmer for providing this opportunity. We understand this new responsibility impacts all residents of Michigan, as well as other businesses seeking to open in the near future. We look forward to continuing to work toward a safe reopening of the state.

Sections of Executive Order 2020-96 that specifically relate to dealerships:

- 8(a) Exceptions. Individuals may leave their home or place of residence, and travel as necessary:
 - 7(B) To obtain necessary services or supplies for themselves, their family or household members, their pets, and their motor vehicles. Individuals may also leave the home to pick up or return a motor vehicle as permitted under section 10(i) of this order, or to go to a motor vehicle dealership showroom by appointment, as permitted under section 11(p) of this order. *[10(i) states that showrooms remain closed to in-person traffic until May 26, 2020 at 12:01 am.]*
- 11(p) For purposes of this order, workers who perform resumed activities are defined as follows: Beginning at 12:01 am on May 26, 2020, workers at motor vehicle dealerships, provided that showrooms are open only by appointment.

By Appointment Only

The governor requires that any in-person visits to the dealership be handled by appointment only. This allows dealers to stagger customer visits to avoid clustering or gathering. Dealers may be working with a reduced on-site workforce so appointments allow you to have appropriate staffing in place. It also gives your employees time to properly greet the customers and review the policies and procedures you have in place to comply with health and safety requirements (helping the customer feel comfortable visiting your dealership).

As far as what an appointment (or appointment window) looks like, and how much lead-time you need to constitute an appointment -- there is not a one-size-fits-all approach on the matter. Lead time will likely vary based on risk-tolerance, business model, number of employees available, day of the week and time of day. This should allow all potential customers to be accommodated.

Mandatory Workplace Safety Requirements

The governor also signed a separate order, [Executive Order 2020-97](#), updating a prior rule on workplace safety. As before, businesses maintaining in-person activities must adopt social distancing practices and other mitigation measures to protect workers. This order requires all businesses to adhere to strict safety guidelines to protect their workers, their patrons, and their communities from infection. *(The bullets below are only a small portion of the complete list.)*

- Section 1(a) Develop a **COVID-19 preparedness and response plan**, consistent with recommendations in Guidance on Preparing Workplaces for COVID-19, developed by the Occupational Health and Safety Administration and available [here](#). By June 1, 2020, or within two weeks of resuming in-person activities, whichever is later, a business's or operation's plan must be made readily available to employees, labor unions, and customers, whether via website, internal network, or by hard copy.
- Section 1(b) **Designate one or more worksite supervisors** to implement, monitor, and report on the COVID-19 control strategies developed under subsection (a). The supervisor must remain on-site at all times when employees are present on site. An on-site employee may be designated to perform the supervisory role.
- Section 1(c) Provide COVID-19 **training to employees** that covers, at a minimum:
 1. Workplace infection-control practices.
 2. The proper use of personal protective equipment.
 3. Steps the employee must take to notify the business or operation of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19.
 4. How to report unsafe working conditions.
- Section 1(d) Conduct a **daily entry self-screening protocol** for all employees or contractors entering the workplace, including, at a minimum, a questionnaire covering symptoms and suspected or confirmed exposure to people with possible COVID19.
- Section 1(e) Keep everyone on the worksite premises at least **six feet from one another** to the maximum extent possible, including through the use of ground markings, signs, and physical barriers, as appropriate to the worksite
- **There are significantly more requirements for businesses permitted to reopen. It is important for businesses to review [EO 2020-97](#) for the complete list of requirements. Dealerships should carefully review all of Section 1 (a - r).**

Please feel free to contact DADA at (248) 643-0250 or MADA at (800) 292-1923 if you have any questions.

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