HSTUDIO

COLDWELL BANKER REALTY

January 2020

- Operation Off-Campus
 - 325+ Studio staff to move 100% remote
 - Reduce Cost
 - Attract Talent
 - Improve morale
- "One CB" implemented
 - Combining Franchise and Company Owned operations
 under one CEO/leader
 - Legacy structure created silos and conflict
 - Two (2) CMOs...Brand and The Studio





CMO Brand



CB Brand Agency of Record





CMO The Studio





In-House Agency for Coldwell Banker and CB Realty









CMO Brand

CMO The Studio





CB Brand Agency of Record In-House Agency for Coldwell Banker and CB Realty





CB Brand

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- National Brand Advertising
- Drive Leads
- Recruiting
- Global Luxury
- Global Brand Culture
- Social Media
- PR

- Broker/Agent Products
- Design (listing & personal branding)
- Advertising/Local Media
- Website/Manage Leads
- Recruiting
- CB Company Owned Culture (Core 4)
- Events
- Field Support for Agent Engagement

March 2020

NAR's midyear conference goes virtual due to coronavirus

NAR will no longer hold its Realtors Legislative Meetings & Trade Expo in person in May

OPINION

Is real estate 'essential'? That's open to debate

A job — any job that pays the bills — is essential to our financial health. But should the real estate business be considered 'life-sustaining'? And is the risk worth the reward?

TECHNOLOGY

Opendoor temporarily suspends homebuying, citing safety concerns

A spokesperson for the iBuyer said the company's priority is 'the safety and well-being of our customers, employees and the general public'

MLS & ASSOCIATIONS

Northwest MLS halts open houses amid coronavirus crisis

The Washington-based multiple listing service has disabled the open house feature in its tech platform, meaning agents won't be able to input, search or view open houses

INDUSTRY NEWS

Hot market was doused by pandemic, Zillow report shows

A new report shows that what was poised to be 'the most competitive' spring market in years instead ended up with plummeting numbers of new listings "Everybody has a plan until they get punched in the face".



March 2020

REALOGY UPDATE

The latest information and precautions for coronavirus (COVID-19).

This update is for Madison Employees only.

REALOG

Friday, March 13

With Realogy's new <u>social distancing policy</u> in effect beginning Monday, we know you may have questions regarding our Madison operations through the end of March. We will update you should these change. As always, for questions about your health or personal work schedule, please contact your manager or HR business partner.

Changes and Updates to Madison HQ, effective Monday, March 16:

OPERATION OFF-CAMPUS REMOTE TASK FORCE



Monday, April 6

- Announced a significant number of all marketing Studio members furloughed
- 3 days to decide who was furloughed and who was not and could not talk to teams
- Existing team:
 - Pay cuts for exempts
 - Reduced hours for non-exempts
 - *Leadership took biggest cuts



Cancel in 2020

- Social Concierge
- \cdot Global expansion
- Insight V2
- Cole (national roll-out)
- \cdot Q1/Q2 events, and possibly Q3/Q4
- \cdot CBC Worldwide refresh

Postponed to later in 2020

- Affiliate launches
- CBx + Moxi Present
- Market Quest V2
- \cdot Realty DBA in Ohio, PA, NY, MA and CO

Modified

- C4L events
- 6 Month LC reviews (virtual)
- Wealth Builder programs (virtual)
- Social Media buys
- 2020 Award criteria
- Product roadmaps
- Listing Concierge V2
- Market Quest V2
- Exclusive Look
- Desk

Prioritize

- All Creative Studio jobs (see deck) "Agents First"
- Field Marketing agent 1:1 appointments
- Recruiting design requests/Welcome Home

Eliminate

- Help Desk "safety net" back-up support
- No Rush Jobs/After Hours support
- Exceptions eliminated

Minimize

- Commercial Support (product)
- Global Luxury (product)

HESTUDIO Covid-19 Temporary Plan

The Creative Studio Covid-19 Temporary Plan



The Creative Studio

Prioritization – Agents First



Design Concierge Nation
 Agent Jobs

2. National Programs/ Realogy

3. Local Metro Company Requests

4. Design Concierge Affiliate Product Launch

(When furlough is lifted and staff returns)

Design Concierge Agent Jobs

PRIORITY 1

- Complimentary programs
 Welcome Home,
 Society of Excellence (SOE) and
 Internal Luxury Alliance (ILA) Agents
- Paid Agent Design Work
- Retention/Recruiting agents outside of Welcome Home*

*Need to limit and establish GCI levels.



PRIORITY 2

- COVID-19
- Education/Wealth Expos
- Promotion of Programs to the Field
- V-New Listing Templates Designed
- Global Luxury Rebrand
- Product Launches
- Recruiting
- RealVitalize, RealSure
- Other national partnerships/programs

**Service Level Agreements will be adjusted to staffing levels. No rush jobs will be accommodated.

ocal Metro ompany equests

PRIORITY 3

- Moxi pages specific to local company
- Local advertising commitments

Other local requests*

*All local requests will be reviewed by Chris Clark and Jan Loomis, and must be critical to business.

Design Concierge Affiliate Product Launch

PRIORITY 4

 When furlough is lifted and staff returns



GUIDING YOU HOME.

Only one real estate company has been guiding people home for 114 years. No other real estate company understands the magic and power of home more deeply than the Coldwell Banker'brand. It's our profession and our passion to help people all over the planet find that special place where they can truly be themselves, where they'll cry and laugh with those they love, and where they'll make memories that last forever. We are the north star in this ever-changing world of real estate, timeless and trusted and true in guiding the most significant journey of any person's life: the journey home.









COLDWELL BANKER

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Guiding you home since 1906.

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TO THE PEOPLE WHO LEAVE THE ONES THEY LOVE TO SAVE THE LIVES OF STRANGERS:

THANK YOU, AND GET HOME SAFE.

 TO THE PEOPLE WHO MAKE SURE THE REST OF US ARRIVE HOME SAFELY, BEFORE THEY DO:

THANK YOU, AND GET HOME SAFE.

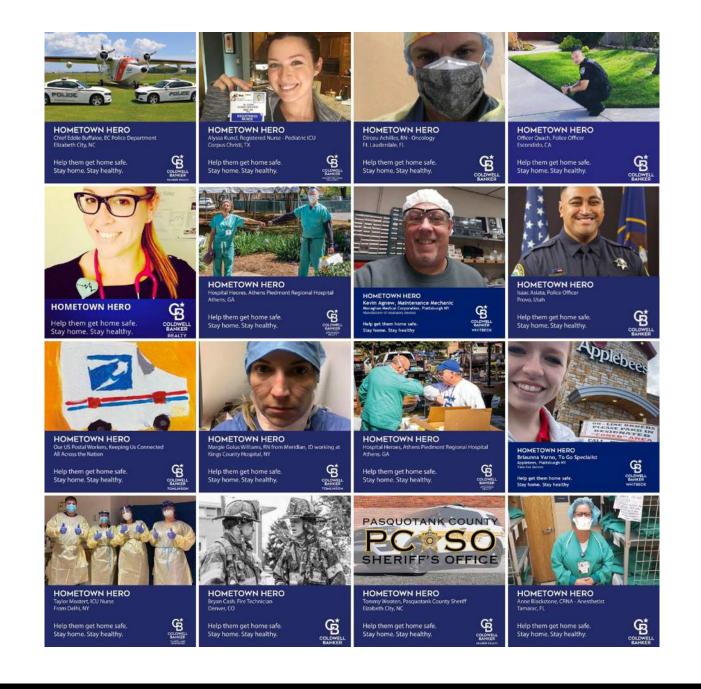
COLDWELL

TO THE PEOPLE WHOSE TRIPS TO THE GROCERY STORE DON'T JUST FEED ONE FAMILY, BUT THOUSANDS:

> THANK YOU, AND GET HOME SAFE.



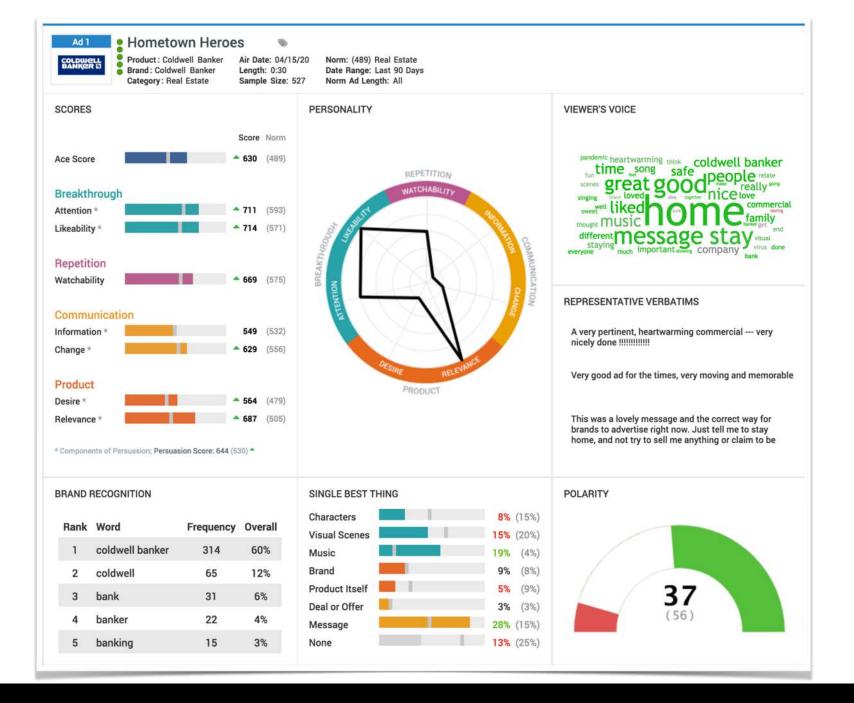
Hometown Heroes



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STAY STRONG. STAY HEALTHY. STAY COVERED.

My Mask Mates for Coldwell Banker provides the right amount of protection to keep everyone safe!







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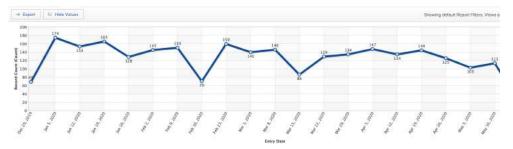
분 **PRODUCT** STUDIO

별 **STRATEGY** 문 STUDIO

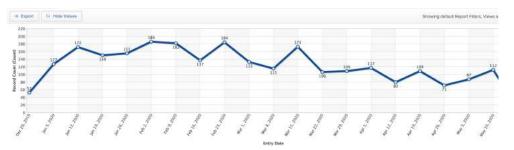
법 CREATIVE STUDIO

Week Over Week Percentages

Creative Studio: Agent Personal Marketing Program – Design Concierge



Creative Studio: National and Local Marketing



Here are the latest week over week percentages. Dates range Sunday-Saturday.

Current WOW (Comparing week of May 3 to week of May 10) Internal: +27.27% Design Concierge: +9.71%

Comparing Q1 Weekly average to week of May 10: Internal: -24.52% Design Concierge: -17.43%

Over Capacity

Bring back services when demand occurred

Due to Covid, organization not confident to bring back even if demand was proven

- The capacity used in our financial modeling includes open positions. The model will need to be revised once we have a final understanding of staffing post-COVID.
- To have an accurate picture of our capacity today (open positions were significantly skewing the data), I calculated a revised capacity based on actual FTEs for January through March. April capacity reflects furloughs only. It does not take into account hours reductions.
- Capacity does not include indirect labor such as director level and above or executive admins.
- Department Admin makes up 50-58% of non-billable time. This includes activities like non-project related emailing, which we know there's a ton of. This isn't surprising.
- Meetings (not project-related) make up 26-35% of non-billable time, with an increase occurring in March/April, which correlates with the increase in town halls and remote working, which often correlates with additional scheduled meetings.
- We had temps and freelancers in place January through March, which would have helped with the overflow volume.

| | January | February | March | April |
|-------------------|-------------------|-------------------|-------------------|-------------------|
| Total Capacity | 5% Over Capacity | 1% Under Capacity | 15% Over Capacity | 27% Over Capacity |
| Internal Billable | 7% Under Capacity | 1% Under Capacity | 7% Over Capacity | 7% Over Capacity |
| Capacity | | | | |
| Design Concierge | 10% Over Capacity | At Capacity | 22% Over Capacity | 38% Over Capacity |
| Billable Capacity | | | | |
| Non-Billable | 25% Over Capacity | 1% Under Capacity | 28% Over Capacity | 51% Over Capacity |
| Capacity | | | | |

Creative Studio

Trying to control the demand

Create a process to review each job and report in Workfront

Workfront Report: Internal Cancelled Asset Requests - Strategy Studio - Weekly 5/18/20

Attached is the Weekly report Internal Cancelled Asset Requests – Strategy Studio – Weekly generated by Workfront on Mon, May 18, 2020 9:00 AM.

This report was also sent to Chris Clark, Jan Loomis and Jenny Panitch

Internal Comm, PR and Social

First team to jump into action was Internal Comm/PR/Social used to be with the company owned team, shifted to Brand

We weren't sure what team was responsible for what

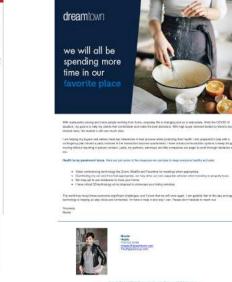
Created content hub

| BLUE MATTER DIESONE GENCE LATEONES ADOUT STUDIELLANARCH.COM | BLUE MATTER NUSCOME CONCES SUTEONES ABOUT COLONGLIAMMER.COM |
|---|---|
| COVID-19 Broker Content Hub | Covid 19 – Coldwell Banker Realty Content Hub |
| These materials are current as of the data they are dated but this attraction is changing repidly and franchisees should always consult the CDC, WHO and other official government websites for the latest information | "These materials are current as of the date they are dated but this situation is changing rapidly and franchisees should always consult the CDC, WHO and other official government websites for the latest information. |
| This page will act as a content hub for information, resources and links to help you with approaching your company's response to the COVID-19 vina, This page will be updated regularly with new information as it comes in so please check back regularly. | This page will act as a content hub for information, resources and links to help you with approaching your response to the COVID-19 virus. This page will be updated requirary with new information as it comes in so please check back requirary. |
| Please note this content is intended for management level personnal within the Coldwall Banker atfiliate network. These materials are current as of the date they are dated, but this situation is changing rapidly and affiliated agents should always consult the COC, WHO and other official government websites for the latest information. | Please note this content is intended for affiliated agents, staff and leaders within the Coldwell Banker Realty network. What's News |
| What's News | Health Screening Best Practices (Posted 5/18/220) This notice provides health screening best practices. Colorado and New Hampshire are excluded from this order as they require special notices. |
| Ryan Gorman Message: Re-opening of Coldwell Banker Reality Sales Office Facilities (Posted 5/8/2020): This message was distributed to Coldwell Banker Reality (company owned offices) regarding the re-opening of Coldwell Banker Reality Sales Facilities. | Frequently Asked Questions for States (Posted 5/18/2020) FAQs on state orders are available by state and are regularly updated. |
| 10 Tips for Recruiting in a Time of Uncertainty (Posted 5/7) On Wednesday, May 8u, the Coldwell Banker Chief Recruiting Officer | Updated Door and Interior Signs (Posted 5/18/2020) |
| shared 10 Tips for Recruiting in a Time of Uncertainty. Click here to hear the replay. | Inside the office: These signs are intended to remind our teams about the health and safety policies as we begin to return to offices Please post them throughout the office. The circular footprint sign is similar to those seen in grocery stores and can be laminated to |
| Tips on Opening an Office Back Up (Posted 5/7) This presentation, courtesy of Coldwell Banker Apex, outlines the steps the | use throughout the office. |
| company took during the height of the Covid-19 outbreak and steps they're taking to reopen their offices safely. | Exterior doors: This sign is to replace the existing version that ought to be on all exterior doors to inform anyone entering our office of our policies. Please replace all existing exterior signs with this refreshed version. Important: If your state requires a separate sig |

Competitive Consumer Messages



| PROPER TITLE | Leading the |
|----------------|-------------|
| CRANTER STATES | 93 |





A NOTE FROM THE AGENCY

To bur finends, Dilents and Colleagues, final and fortmost, we want to send sur leve and assport during their admicst time the galata CDVID represents is and the meet dealinging fittings we had to have as an idealized yield community. Where we starts 'The Angenes, alor them we surcommunity, Where we starts 'The Angenes, alor them we surtamily. (Dur intention in deago se was to crush as senting better, see of yeld are capited and withing force as we now from dark and days. This remains our dihelig force as we now forward as a company.

To our diverts, please know that during this time, we will continue to serve your every real estate need and de every thing we can be dire our knowledge and support. Now more thas ever, The Agency tamby will come together to communicate and collaborate from answind the world, as we work sately on your behalf.

Our agants will remain available, providing online and video consultations, live streaming property tours, and sharing updates on our sool media charantel. We continue to manitor and adhers to the guidatines set furth by our local, state and national, governments, so well as length grait estate induity reasonations.

We are here to assist you in every way possible and are committed to providing you with the utmost service and guidance moving forward.

On behalf of the Agency femily, we send our love, proyers and best wishes for the health of you and your loved ones. We will get through this, together.

Mauricio Umansky, Billy Rose & The Agency

331 Fosthill Rd. #100 Beverly Hila, CA 90210 424.230.3705 Into@TheApencyRE.com

View in Browser | Unsubscribe





Agent Consumer Messages

FAQs, internal comms, external consumer messages, social, sphere of influence, etc.







Home. It's a part of our DNA. Has been since we were founded over 114 years ago. But so has the unexpected. It's part of our founding story, and over our history, we've seen the unexpected change our business, our ministex and

the unserves. The unservested has come ance again. It's changing our normal lives and remaining us of the importance of home. Not just the place where we reside but the communities and people we love.

In this time of change Cadada Bankw[®] and our tens of trausands of agents across the globe as all subsety working to serve our communities in whatware way we can, even as many of us do so from our heing rooms, kitchen tables and spare befrooms. If there some contract the setup of home. If there some time, we cade spare for the setup. If the value of home.

COLDWELL BANKER

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| SOI Eblasts | |
|---------------------|------------------------------|
| A message from C | Coldwell Banker |
| Real estate in a vi | rtual world |
| Guiding you hom | ne |
| Home. It's Everyt | hing. |
| What's your hom | e worth? |
| Selling your hom | e in these challenging times |
| Keep moving for | ward, virtually |
| The secret to selli | ing homes in today's market |
| Real estate quest | ions? |
| Listing Concierge | evirtual marketing |
| Shelter in Place g | uide |
| Positivity and sp | reading kindness |
| CAREs stimulus a | ct impact on consumers |
| State messages re | elevant to their situation? |

Other Assets

Virtual open house video bumpers

Open house social media templates

Covid-19 social media assets (same topics as eBlasts)

Open house flyer, tent card, doorhanger

InTouch Virtual Open House template





Rush Requests

Not fast enough, rush jobs, teams to the breaking points (ALTHOUGH C21 seemed happy, they stole our stuff)













| Name | Line of Business | Entry |
|--|--|-----------------|
| Rvan Gorman Consumer Town Hall Livestream Content | Coldwell Banker Brand | 4/1/20 |
| COVID 19 Agent SOI HTML #10 Changes | Coldwell Banker Brand | 4/3/20 |
| Virtual Education Expo Followup HTML - 4/13/20 | Coldwell Banker Brand | 4/6/20 |
| Rvan Gorman Consumer Town Hall Livestream Presentation | Coldwell Banker Brand | 4/6/20 |
| Rvan Gorman Consumer Town Hall Livestream InTouch/Imprev eCards | Coldwell Banker Brand | 4/8/20 |
| Inman HTML5 Banner Ad Text Update | Coldwell Banker Brand | 4/13/20 |
| Mortage/ReFi HTML Campaign | Coldwell Banker Brand | 4/28/20 |
| Operation Outreach Week 2 Content Review | Coldwell Banker Learning & Development | 4/6/20 |
| Operation Outreach Week 3 Content Review | Coldwell Banker Learning & Development | 4/13/20 |
| Operation Outreach Week 4 Content Review | Coldwell Banker Learning & Development | 4/17/20 |
| RealVitalize | Coldwell Banker Learning & Development | 5/7/20 |
| COVID 19 Virtual Open House Property eBlast | Creative Studio | 4/1/20 |
| Moxi Pre-List The Proof is in the Numbers Page Update 2020 | Creative Studio | 4/1/20 |
| Moxi Pre-List Internet Marketing Advantage Page Update 2020 | Creative Studio | 4/1/20 |
| Moxi Pre-List Online Impast Page Update 2020 | Creative Studio | 4/1/20 |
| Moxi Pre-List Leading the Way Page Update 2020 | Creative Studio | 4/1/20 |
| Shelter In Place Activities for Realtors Flyer | Creative Studio | 4/1/20 |
| Listing Concierge Changes due to COVID-19 HTML | Creative Studio | 4/2/20 |
| CBGL Moxi Listing Presentation 2020 Update | Creative Studio | 4/6/20 |
| COVID 19 Agent SOI HTML #13 | Creative Studio | 4/8/20 |
| COVID 19 Agent SOI HTML #15 | Creative Studio | 4/14/20 |
| COVID 19 Agent SOI HTML #18 | Creative Studio | 4/22/20 |
| Moxi REC/Seller Market Share Page Update 2020 | Creative Studio | 4/23/20 |
| Listing Concierge Changes due to COVID-19 HTML- Copy update | Creative Studio | 4/27/20 |
| GL H&E Worldwide Spring/Summer 2020 eCard | Creative Studio | 5/1/20 |
| Global Luxury MOXI Listing Presentation Social Media Update | Creative Studio | 5/4/20 |
| Design Concierge Brochure | Creative Studio | 5/5/20 |
| Listing Concierge Consumer HTML | Product Studio | 4/8/20 |
| TMAP for Agents Sign-Up HTML | Product Studio | 4/13/20 |
| RealVitalize Campaign- Flver updates | Realogy | 5/1/20 |
| Branch Manager - Meeting in a Box PPT | Realogy | 5/6/20 |
| NextDoor Heroes One Page Flyer | Realogy | 5/7/20 |
| NextDoor Heroes Seller Presentation Pages | Realogy | 5/7/20 |
| NextDoor Heroes Consumer Postcard | Realogy | 5/7/20 |
| Virtual Ed Expo Series - Week 2 Agent eBlast | Strategy Studio | 4/1/20 |
| Anniversay HTML eBlast and Social Media Asset | Strategy Studio | 4/6/20 |
| CB C19 Recruiting Virtual Ed Expo HTML Invitation - 4/13/20 | Strategy Studio | 4/7/20 |
| Welcome to Coldwell Banker Marketing HTML | Strategy Studio | 4/7/20 |
| Awards Checklist Update - Logos & Disclaimers | Strategy Studio | 4/15/20 |
| Team Enrollment Form Update | Strategy Studio | 4/21/20 |
| Welcome Home InTouch Asset update | Strategy Studio | 4/21/20 |
| Top 1000 Social Media Templates - Individual Team Office | Strategy Studio | 4/22/20 |
| Cincinnati #1 Market Share in Units Social Image | Strategy Studio | 4/23/20 |
| Recruiting eBlast - Wealth Builder Expo Series | Strategy Studio | 4/23/20 |
| Virtual Listing Concierge Expo Eblast | Strategy Studio | 4/25/20 |
| COVID 19 Recruiting & Retention HTML for inTouch | Strategy Studio Strategy Studio | 4/25/20 |
| Update the Coldwell Banker Marketing eBlast | Strategy Studio | 4/27/20 |
| UDdate the Colowell Banker Marketing eBlast Virtual Meeting: Rvan Gorman Shares Vision HTML | Strategy Studio Strategy Studio | 4/30/20 |
| Virtual Meeting: Ryan Gorman Shares Vision HTML Core 4 Clients For Life: Project Guide - May 2020 | Strategy Studio Strategy Studio | 4/30/20 4/17/20 |
| Core 4 Clients For Life: Project Guide - May 2020 Heigeson Platzke Group Fox News Copy | Strategy Studio Strategy Studio | 5/1/20 |
| | | |
| Virtual Education Expo - Sue Yannacone Social Media Image | Strategy Studio | 5/6/20 |
| Helgeson Platzke Stories Copy Only | Strategy Studio | 5/7/20 |
| Core 4 Clients For Life: Online Shopping Giveaway Template Update | Strategy Studio | 5/7/20 |

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LISTING CONCIERGE EVOLVES WITH MORE ROBUST DIGITAL MARKETING EXPERIENCE

Coldwell Banker wants to make sure that during this unprecedented time, you have the tools you need to support your business and that these tools are working at their maximum potential to best serve you and your clients.

It is in that spirit that we are pleased to share a few modifications and updates to Listing Concierge, which will continue through April 30 (or as long as shelter-in-place remains in effect nationally). These changes are intended to ensure you can provide a stronger, more robust digital marketing experience for your clients.



#1 – The Choice Is In Your Hands

Because open houses are discouraged due to social distancing practices, Coldwell Banker is offering you the choice of either ordering your brochures as usual or replacing the brochure with a social and online boosted ad to help market your listing to the most popular social media channels and websites.



#2 – New Photography Options

Team Listing Concierge has been working with our partners to secure discounts on Matterport 3D, video, virtual walkthrough and more! In addition, many of our Listing Concierge packages already offer options like aerial photography, video productions, Matterport 3D and floorplans. We've compiled a <u>list by market</u> of the Listing Concierge product offerings and discounts available, which we'll continue to update to help you stay informed and maximize your virtual marketing capabilities.



#3 - Print and TV Advertising

Advertising is still offered to honor our commitments, but with some schedule modifications.

Stand-Alone VIEW Magazine





변 **PRODUCT** STUDIO

별 **STRATEGY** 문 STUDIO

법 CREATIVE STUDIO

Coldwell Banker® VIRTUAL EDUCATION EXPO

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COLDWELL BANKER

C coldwell banker

4,000+ Attendance/Expo!

#cbgoodnews

Gary Lanham and Michael Mangold shared a photo.



Stork's Bakery & Coffee House Apr 3 at 4:41 PM • 🕲 ...

...

Another delivery of bagged lunches to the Emergency Room at Holy Cross Hospital, in appreciation and support of the healthcare workers on the front li... See More





If you are looking for unique ways to help out your local community consider a diaper & wipes drive! See my video about what I'm doing in my community. There's a lot of moms & dads that lost their job, are too scared to go to the store or can't find diapers & wipes at their local stores. I personally couldn't find wipes a couple weeks ago & had to travel 45 mins away to get some. I've had amazing responses from moms messaging me that they were worried about finding wipes & too scared to go to the store with a little one at home. We are putting together baby care packages, wiping them down with Lysol using gloves & mask & delivering to the moms in needs front door step. It's a scary time for moms with littles so consider doing this in your area! 🤎



Todd Conklin
Coldwell Banker Generation
Blue
12 hrs -

Are you thinking big enough to see the opportunities available to you in this time?

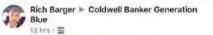


...

Are you thinking enough? Listen to this podcast by @edmylett. #maxout #distinctiveproperties

https://podcasts.apple.com/us/podcast/the-ed-mylettshow/id1181233130?i=1000468669725





Coldwell Banker Prime Properties would like to say Thank you, to all the medical workers and first responders for their dedication!





Connecticut realtor sells home online despite challenges of pandemic





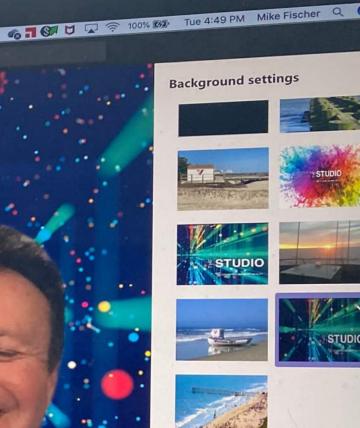
Virtual International Luxury Alliance Meeting - TOMORROW 4/22 3:00 – 4:00 PM EST

Good Afternoon,

We look forward to having you join us for the Virtual International Luxury Alliance meeting tomorrow, April 22nd from 3:00 - 4:00 pm EST. A Teams calendar invitation was sent with dial in information. Please utilize the number provided to call in.







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COLDWELL BANKER REALTY

Microsoft Teams Edit View Window Help

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Preview

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Apply

×

COLDWELL BANKER **GRANDEN SEPTEMBER 15-17, 2020**

Immediately Following the COVID-19 Outbreak in Mid-March:



May 2020

- Not back in offices yet
- Furloughed employees hard to bring back
 - Sound KPI's and metrics are key
 - Demand is higher than supply
- SLA's are suffering
- 2020 Performance objectives are out the window
- Nobody dresses up for video meetings
- It's never enough!

HSTUDIO

COLDWELL BANKER REALTY