

As concerns around Coronavirus (COVID-19) increase daily, Holy Childhood is receiving information from the State and County Departments of Health and OPWDD on their guidance on how to work through providing the best possible care that we can for the people we support and for our dedicated employees.

These are very uncertain times, when half of our program (the school) is definitively closed starting Monday March 16, but the adult services are still open, as of this writing on Sunday evening. We await guidance from OPWDD; unfortunately, it is slow in coming, but we are taking some steps to ensure your safety, and that of the people we serve. More on that, further in this memo.

So, tomorrow, Monday March 16, our school program is closed, along with all other schools in Monroe County and surrounding counties, and school staff are not asked to report. If you've contacted School Program Director about facilitating distribution of instructional and support materials, thank you.

Thank you to all administrative support personnel who are expected tomorrow so we can complete our emergency preparedness plans for business continuance: nurses, clinicians, direct support professionals, production workers, IT, facilities, business office, development, administrative assistants and, our directors.

As for adult day services, particularly Day Habilitation Without Walls and Community Based Prevocational Services, we will, indeed, pull all of those services back in house, so that no one will be out in the community during this State of Emergency. We have plenty of space at Holy Childhood to accommodate everyone.

We are reviewing SEMP activities, and will make determinations on community employment activities on a case-by-case basis, for now.

To our valued direct support professionals please be ready to work tomorrow so we can continue our incredible services at Holy Childhood. Throughout these days, we will follow guidelines from the Monroe County and State Health Departments in terms as doing the best we can to screen our staff and people in our programs relative to COVID-19. If you have a concern about yourself, a co-worker, or an individual in service, please reach out to Nate Zelesnikar. If you are feeling ill, please speak to your supervisor and do not come to work.

As for the burdens inherent in an emergency situation such as this, we fully recognize that school closures are going to cause an issue for reporting to work for many of our employees with school-aged or younger children. Similarly, it's a financial burden as well. There are a number of community resources emerging as of this writing, but if you are, as Holy Childhood staff who is being asked to report to work, having difficulty, please start with going to the Monroe County web site, where you can find information about food security, child care and more, in these trying times. Here's the link to the main county web site, with many useful links about services available to you: <https://www.monroecounty.gov/>

The Western New York Childcare Council is actively identifying open child care slots; the county has opened up funding resources; see the web site.

If you are, as staff, or families, experiencing financial difficulties during these uncertain times, e mail Beth Hopkins, at [ehopkins@holychildhood.org](mailto:ehopkins@holychildhood.org), for information about Project Uplift.

Lastly, we hope that you will attend to not only your physical but your mental health. Remember, you have access to top-notch Employee Assistance Resources. We will send out more information tomorrow reminding you of specifics, but we recognize that these are stressful times; let's all stay as healthy as possible.

Thanks again for your flexibility. This is a very fluid situation, and the only thing we can be certain of is change. And--THANK YOU....for being the most amazing team that you are.

Donna

A handwritten signature in cursive script that reads "Donna M. Dedee". The signature is written in black ink and includes a horizontal line at the end.

Donna M. Dedee  
President and CEO