

UCP OF GREATER CLEVELAND STAFF UPDATE – MARCH 20, 2020

Hi Everyone,

I hope this finds you well and staying safe and healthy. As promised, I offer you updates regarding our current situation and what you can expect in the next few days and weeks.

I wrote yesterday that we would inform you of your **compensation** status on Saturday (tomorrow). However, with the quick approval of the Board of Directors, I have this information for you today.

- All staff (salary and hourly) will receive **full pay for the first week (3/22-3/28)** of the pay period ending 4/3 (which is actually paid to you on 4/10) regardless of whether you work or how many hours you work next week.
- All **non-working** staff (salary and hourly) will have the **option of using vacation time (earned or unearned) for the second week (3/29-4/4)**. You must notify Stacy Corona at scorona@ucpcleveland.org no later than noon on Friday, 3/27 to submit your request for vacation for that week. Otherwise, you will not be paid for that week as a non-working staff member.
- For those of you unaware of your work schedule for 3/29-4/4, please expect to hear from your supervisor by Thursday, 3/26.
- Our plan remains to open for facility-based services on April 6th but as the situation evolves, we will adjust accordingly and will provide you with updated information as it becomes available.

The leadership team is meeting daily and working hard to be proactive and to stay on top of this constantly evolving situation. New information is coming out on an on-going basis and we must be ready to respond at any moment. Please know that the short- and long-term health of the organization is at the forefront of our minds as we make impactful decisions. **We know that many of you are continuing to work at the group homes or remotely and we remain grateful and confident that you are making a true difference in the lives of those we serve.** Members of the leadership team have chosen to accept a reduction in pay in an effort to re-distribute those savings to those who are working during this difficult time.

I remind those of you who may be interested that we are offering alternative work opportunities with both UCP's group homes (contact Sam at spuccinelli@ucpcleveland.org or 216-409-0709) as well as other local DD provider agencies in need of direct support staff to meet their clients' residential service needs as part of our "Borrowed Employee Program." **If you have not been in touch about working in a direct support capacity for another service provider, I encourage you to consider it and reach out to Donna at dwoods@ucpcleveland.org or 216-346-7728 or Bob at btaylor@ucpcleveland.org or 216-453-4954 ASAP.** There will be many direct support staff in town potentially competing for these openings with other providers that will offer a premium rate of pay. This is also a way that we can be good partners to our fellow agencies to help and support them as well as the people they work with. Please note that you would maintain your employment with UCP during a temporary placement with another agency.

Our current priority is determining *which UCP employees are interested and available to work in our group homes and/or for other providers temporarily.*

If you have any questions or concerns, please feel free to be in contact with Beth at (216) 534-9960 or blucas@ucpcleveland.org or me at (440) 454-1363 or totter@ucpcleveland.org. We are available to you at all times and appreciate your continued dedication to enhancing the lives of children and adults with disabilities.

Thank you,

Trish & UCP Leadership Team