

April 21, 2020

Hi Everyone,

We hope you are all continuing to stay healthy and optimistic during this challenging time. We are closely monitoring the state and national guidance about re-opening the economy and will be developing plans to transition back at the appropriate time. Currently, we do not have a clear date for when we will resume full services.

For those of you who have not been asked to report to work during these past five weeks, please expect a call from your supervisor soon if you have not already received one. As we continue to pay all staff and retain active employment for you, we may need to call upon you in the coming weeks and expect you will be available to work, if and when needed. The assigned work may include individual trainings or scheduled virtual meetings with your supervisor and/or coworkers. During this time of having to limit all Agency communications to telephone and computer, it is imperative that you pay close attention to all messages. As you know, we are communicating critical issues such as compensation, benefits, vacation, and programming and we want to alleviate any confusion or misunderstanding as the weeks pass.

Recently, I asked whether any of you at home would like to communicate with the clients who are asking about you. In case you missed our last message, I would like to invite you again to email or call Crystal (cwinters@ucpcleveland.org or 216-905-8520) to allow for her to share contact information with one or more of the individuals you support.

In the coming days, we will be in touch regarding benefits. Please expect important details about the use of vacation time, as well as benefits open enrollment (which will be held in May).

We are happy to report that our UCP staff member who had tested positive for COVID-19 a few weeks ago is now at home and doing well! All staff and residents at both Edendale and Memphis remain healthy, thanks in much part to the outstanding work of the team to follow all protocols and their close attention to the residents' needs. Thank you, Group Home staff and those of you in Day Services who have stepped up to fill open shifts.

Continue to take care of you and yours and if you have any questions, please be in touch with Beth (216-534-9960), Trish (440-454-1363) or your supervisor.

Thank you,

Trish and the Leadership Team