

June 5, 2020

Hi Everyone,

I hope this finds everyone doing well and staying healthy.

FYI, the leadership team will be meeting soon to review July revenue and expense projections as well as all current mandates that impact the number of individuals we are able to serve. As always, we will also keep in mind the well-being of all staff and individuals. Over the next two weeks we plan to present our proposal to our Board of Directors for their approval and then communicate to you our plan for July.

If we are able to open Wolstein, Highland Hills and/or Westlake in July, please know that does not mean that all staff will be returning from furlough immediately. Both LeafBridge and OakLeaf expect that many of our clients will want to return for services. However, there remain numerous obstacles we need to overcome which include our compliance with medical precautions and state mandates as well as clients' hesitations to go back out into the broader community. Their families and residential providers have diligently ensured the good health of these individuals for these past three months and many worry about their loved ones or residents coming into our setting (or any new setting) at risk of exposure and then carrying that back into their home. Understandably, they err on the side of caution.

One significant issue affecting OakLeaf Day Services and Career Planning that will have a major impact on the number of adults we can serve in the near future is that of social distancing on vehicles. As most of you know, most of the adults we serve ride on private transportation providers' vehicles. Currently, there must be social distancing of six feet which drastically limits the number of individuals that can be transported to our services at any point in time. We are working with other agencies and our state association on potential solutions which may include staggered service hours and/or receiving a full day payment for our service, even if the client does not spend the number of hours typically required for a full day's reimbursement.

In closing, please know that the services offered in LeafBridge and OakLeaf are equally impactful and important. If there is an appearance that much of our time is currently being spent on OakLeaf, I acknowledge that this is true. OakLeaf's continued and renewed revenue is a critical piece to our ability to continue to offer both programs' services and our overall Agency's financial sustainability. Time spent on this is financially driven as now, more than ever before, finances have become a priority. This became clear to you, we are sure, with announcements of furloughs effective June 14<sup>th</sup>. Based upon the conversations I have had with many of you, we know that you understand the Agency's predicament. We continue to balance mission, finances, and the well-being of all and commit to being in touch with you with all important updates.

Please continue to keep in touch.

**Trish and the Leadership Team**