

Hi Everyone,

We recognize that this past year has been extraordinarily stressful and challenging in so many ways. We have been telling you throughout these many months how much we appreciate all that you have done to maintain your health and the health of all those we serve – all things considered and with respect for all who may have contracted the virus, things have gone as well as they could! To show our gratitude, all regular UCP employees will be receiving a gift within the next several days.

It is typically at this time of year that we inform you of whether January salary increases will occur in the upcoming year. As we developed our 2021 budget, we considered our current operations and the limitations placed upon us by the pandemic. Not knowing how long these will last, we anticipate a deficit 4-5 times higher than usual, that will likely require a draw upon our endowment fund. We are sorry to share that, due to this continued uncertainty, we will not be implementing agency-wide pay increases next year. We were able to make budget adjustments for some OakLeaf direct support staff to more fairly reflect the work of these frontline staff and take into account the market rate in the DD field. If you are affected, your supervisor will inform you of details when they become available.

We are well aware of how hard you have worked this year. Please know that if the Agency's finances unexpectedly improve during the year and we have the capacity to increase pay or offer a bonus to all, we will certainly consider it. In the past when we were unable to offer increases in January, our financial position allowed us to do so later in the year. We will do the same in 2021, if at all possible.

In the midst of this holiday season and as we approach the New Year, know that we will do all we can to support you. Please let any member of the leadership team or your supervisor know of any questions/concerns you may have.

**Trish and the Leadership Team**