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April 30, 2020

Dear team members,

Our organization is entering our seventh week of restrictions to prevent the spread of the coronavirus. This has been difficult for all of us. We are now taking extra precautions all day long, including wearing masks at work and washing our hands more than ever. Some of us are using locker rooms to change into uniform, while others are learning new duties. Many of us have family members who are out of work, and some have family members who have COVID-19.

Please know that we are all in this together. At this time more than ever, your work is central to our Mission. The residents we serve are close to our hearts, so it's important we take precautions at work and at home to keep them safe. Practice social distancing, wear a face covering, and do your best to avoid unnecessary exposure.

Every day we receive words of gratitude from residents and their families. They express how thankful they are that we have been working so hard, together, to keep them and their loved ones safe. We have seen countless residents and team members pitch in. That includes gifts delivered to you at all of our communities, plus thousands of donated cloth masks. It also includes the generous gifts made to the Foundation's Mercy Fund to support those who are required to self-quarantine.

There are other resources if you need additional support:

- Our Employee Assistance Program will provide up to 6 free counseling virtual visits. These visits are completely confidential. For more information, contact your HR Director or call Everyone's Counseling Center (Orlando) or Charles Nechtem & Associates (everywhere else).
- If you need child care for your families, many resources are available to you for free or low cost. Information about child care exchange programs and emergency scholarship programs, contact your HR Director or download the information from UltiPro.
- We have a prayer list so we may share prayers for healing. If you or your family are affected, we encourage you to sign up in your breakroom or HR office.
- For those who have children at home, we have a special Kids' Activity Pack! It has puzzles, games, coloring exercises and space for letter-writing. It's fun for kids — and our residents have loved getting copies of these! We encourage you to download your copy. It's available at www.WestminsterCommunitiesFL.org/coronavirus-news, or you can scan the QR code below.

Thank you for your selfless service. You are heroes, and your work is truly essential to our Mission.

Sincerely,

Garry D. Hennis
Chief Operating Officer

Mary Klein
Vice President of Human Resources

