

March 12, 2020

Dear Friends,

As we continue to get updated information regarding the outbreak of COVID-19 in the United States, ensuring our employees and members served are in a safe and healthy environment is our first priority. The Centers for Disease Control and Prevention (CDC) has recommended a variety of steps that we are implementing to help reduce the potential for the virus. We have shared those with you in our recent communication.

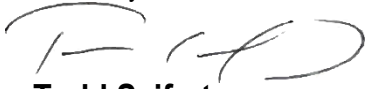
We have created multiple work groups tasked with creating guidelines and impactful solutions related to our response to this pandemic, all overseen directly by our Executive Leadership Team. Today, we want to update you regarding the provision of non-residential, daytime services such as Day Habilitation. We understand the importance of this service to many of our members.

- Our plan going forward is to continue these critical services but we will be limiting our interaction with and time spent in our communities. Our focus will be on providing learning opportunities and engaging services within our own locations, avoiding non-essential community travel when at all possible. We currently plan for these restrictions to be in place through April 30, 2020; however, timelines can and will change as warranted given the fluidity of the situation.
- Our service locations will be cleaned regularly and we will observe recommended guidance from sources like the CDC regarding housekeeping, handwashing, social distancing, etc.
- If an individual served is symptomatic (temperature over 100 degrees, shortness of breath, or cough) we request they not attend Day Habilitation services until they are asymptomatic.

This and other information will be posted on our website at [www.imagineia.org](http://www.imagineia.org). Visit the News & Events page for future updates and feel free to reach out with questions. Information on the virus changes daily – we will attempt to communicate and keep everyone updated as we go.

Thank you for your partnership in supporting individual achievement!

Sincerely,



**Todd Seifert**

Chief Executive Officer



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