



Dear Unwavering Champions:

I'm grateful for the professionalism and support of our staff and leadership as we continue to navigate the developing COVID-19 (coronavirus) situation. I'm also grateful for the patience and support of you, our families, customers, donors and volunteers, as well as church and community partners.

At UMFS, we are committed to the well-being and safety of our entire community, which spans nine locations statewide. As such, we'd like to share with you some of the ways in which we are responding to the coronavirus, as well as other measures we are taking.

### What We Are Doing

We are continuing to implement and practice sanitary and cleanliness measures as recommended by the Virginia Department of Health and the Center for Disease Control.

- We are supporting social distancing as a preventative measure and have invited our employees to work with their supervisors to identify telework options.
- We are advising employees to stay home if sick.
- We are closing UMFS Charterhouse School (Richmond and Edinburg) for two weeks beginning Monday, March 16<sup>th</sup>.

### What We Are Working On

- The UMFS Executive Team and other leadership groups are in close communication and will be meeting early next week to determine additional short-term and long-term implications. We will share additional correspondence with you once we have met.

We're taking every measure to ensure that all those with whom we work and all those whom we serve have the information, opportunity, and resources to successfully navigate with us through this unprecedented event. We ask that you *notify us if you suspect that you or a family member have been exposed to the virus.*

Please don't hesitate to contact us if you have any questions. Thank you for your unwavering support.

**With gratitude,**

**Greg Peters, LCSW**  
**UMFS President & CEO**

