

FROM DOUG BYRD, CAO

# ADMINISTRATION

**June 3, 2020 | MESSAGE FROM CRISIS EMERGENCY RESPONSE TEAM****STAFF ARE INVITED TO SUBMIT FEEDBACK ON NEIGHBORHOOD'S COVID-19 CONTROL PLAN BEFORE ANY CHANGES IN CURRENT STATUS ARE ANNOUNCED**

This week, the Crisis Emergency Response Team (CERT) shared Neighborhood's COVID-19 Control Plan at staff meetings on Tuesday and Wednesday. Thank you to all who participated. CERT is engaged in a comprehensive process to put into place appropriate safety measures to provide staff with a safe work environment, and part of that process is to take feedback from staff on the plan and address any questions.

**Here are next steps for Neighborhood's COVID-19 Control Plan.**

- **Please review the plan.**
  - The COVID-19 Control Plan is posted on SharePoint [here](#).
  - You may also use this [RingCentral video link to watch a recording](#) of the Wednesday staff meeting.
- **Submit feedback.**
  - Use this [survey link](#) to submit feedback and follow-up questions.
  - Questions submitted through Chat during the staff meetings will also be answered.
- **Pete will address questions during his CEO Town Hall Meetings scheduled for Thursday, June 11 at 9 a.m. and 10 a.m. and Friday, June 12 at 9 a.m. and 10 a.m.**
  - Please be sure you have one of these meetings on your calendar. If you do not, contact your director who can forward the invite to you.
- **FAQs will be posted.**
  - All questions submitted during the staff meetings, through the survey, and during the town hall meetings will be converted into an FAQ for staff.
  - Staff will have the opportunity to discuss further at upcoming regularly scheduled department meetings.

**CERT will keep staff informed as Neighborhood carefully moves through the phases of the COVID-19 Control Plan—including any changes in Neighborhood's current status of only allowing essential staff in the building without permission.** Eventhough Rhode Island started [Phase Two of REOPENING RI](#) on Monday, June 1, Neighborhood remains a predominately remote workforce. We are encouraged by the continued decline in hospitalizations, low rate of new hospital admissions, and the slowing of the spread of the coronavirus in our state, however, Neighborhood continues to be deliberate and methodical in its plans to have more staff work on-site. It remains important to practice social distancing, wear a mask when in the community, and limit social gatherings to 15 people.

**Keep up the great work of serving our members, supporting our providers, and being there for each other.**  
And, of course, stay healthy and safe!