The Voluntary Action Center wants to ensure the safety of those we serve, our volunteers and staff. With safety in mind we have taken careful consideration of the recommendations of both the Centers for Disease Control (CDC) and the Northwest Georgia medical and public health officials.

We are advising that any elderly individual or individuals with underlying health conditions or suppressed immune systems remain at home. To find out if you are at risk you can visit <u>www.cdc.gov</u>.

Our Community Kitchen will provide hot meals To Go from 11:00 AM to 12:30 PM from our office lobby. We ask that anyone who is sick to stay at home. We will provide To Go plates to all individuals who arrive at our facility but ask that only one individual enters the lobby.

Our Food Pantry will continue to operate from 9AM-2PM Monday-Friday. We will be verbally verifying information and will not be punching cards. You can pickup food on behalf of an individual but must be able to provide their name, date of birth, and home address.

Requests for financial assistance will be handled via telephone and email. We are working to get an online financial assistance portal added to our website. No in-person requests for assistance will be honored and all appointments will be administered via telephone.

To limit potential exposure, we are going to work with a limited staff ONLY. This means we ask that ALL VOLUNTEERS remain at home and practice social distancing. Any volunteers who show up to work will be asked to return home.

We will be closing the thrift store, donation area, and laundry/shower facilities until April 1. These facilities may remain closed until the Governor lifts Georgia's State of Emergency. This is in the best interest of the public and in accordance with social distancing protocol. This is also necessary as we will be working with limited staff and no volunteers.

Our facilities will be closing at 2PM each day to ensure adequate disinfection and cleaning. We will be adhering the CDC recommendations for disinfection.

We hope to remain open to provide vital nutritional support. In the event any of our staff become exposed we will be required to close our facilities for a period of two weeks.

If you would like to help you can contribute via PayPal at the link on our website <u>www.voluntaryactioncenter.org</u>.