March 13, 2020

Dear Homebound Meal Participant and Families,

We know many of you have concerns around COVID-19, commonly known as coronavirus. We want to reassure you the ADRC of Brown County takes the health of our customers, volunteers, and staff seriously. Our customers and the volunteers and staff who serve them remain our utmost concern.

We know the importance of preparation and have plans in place. While we do not anticipate a disruption in homebound meals at this time, we are closely monitoring information and will follow the guidelines and direction of Brown County Public Health.

Our standard safe food handling practices are designed to assure the safety of our customers. Staff and volunteers who are sick are never allowed to handle or deliver meals. Additionally, we are using the CDC screening tool, including following CDC Travel Guidance by having volunteers who travel in high-risk areas suspend their service for 2 weeks following their return to the our area.

Brown County Public Health websites [www.stayhealthybc.com](http://www.stayhealthybc.com) has up to date information important to you. You can also look for announcements on Facebook at [adrcbrowncountywi](https://www.facebook.com/adrcbrowncountywi) or our website [www.adrcofbrowncounty.org](http://www.adrcofbrowncounty.org) on the Coronavirus page.

See below for CDC guidance on protecting yourself.

**Stop the Spread of Germs**

- Avoid contact with people who are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash, then wash your hands or use hand sanitizer with at least 60% alcohol.
- Wash your hands often with soap and water for at least 20 seconds. Especially before eating, after using the bathroom, sneezing, coughing, or blowing your nose.
- Avoid touching your eyes, nose, and mouth.
- Clean and disinfect frequently touched objects and surfaces.
- Avoid sharing items, i.e.: dishes, drinking glasses, cups, eating utensils, towels, or bedding.
- Stay home when you are sick, except to get medical care. Call the office for an appointment instead of dropping in.

Sincerely,

Kimberly Gould
Nutrition Coordinator