



Executive Management

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March 16, 2020

We are incredibly grateful for our staff and their efforts are to keep the people we serve safe. We are instituting measures to keep them safe with our current resources and are assessing guidelines and protocols on an ongoing basis. Here is a quick summary of measures that have already been taken:

1. Closure of our day programs effective Friday 3/13. Earliest re-open date is April 6th. PLEASE NOTE this date has changed from our original closing date previously posted on our website and on Facebook. This date could also be pushed back. This will be assessed as we draw closer to April 6th.
2. Staff will be allowed to work flexible schedules or take time off to care for children and family members. All managers are instructed to work with staff who want to work, to find schedules and programs that can accommodate their needs.
3. All direct support staff who are able to work will be given bonuses for the next two pay periods (Pay period starting 3/15/2020) through our established bonus program. Full time staff (over 30 hours) will be bonused \$50 weekly - \$100 per pay period if they work full schedules both weeks. Part time staff (under 30 hours) will be bonused \$25 weekly - \$50 per pay period if they work both weeks in a pay period. These bonuses will be paid on regular payroll cycles beginning on April 1st.

We will continue to keep you informed as things happen here at Amego.

Thank you,

John Randall

President and Chief Executive Officer