

March 16, 2020

Dear Community Partners (Bigs, Littles, Parents/Guardians and Collaborators),

In consideration of public health concerns over the novel coronavirus (COVID-19) and community-wide efforts to slow its spread, Big Brothers Big Sisters of Northeast Iowa (BBBSNEIA) management has decided to suspend all **match activities** and **match meetings** (community, school and work- based meeting between Bigs and Littles) and **all in-person meetings** until further notice.

*BBBSNEIA Operations:*

BBBSNEIA will continue match support (via phone and email) and administrative operations to ensure client needs are met the best of our ability during this time. We are also closely monitoring updates and taking guidance from Black Hawk County Health Department, the World Health Organization, Centers for Disease Control, and Governor Reynolds office regarding the spread of COVID-19 and necessary prevention measures.

*BBBSNEIA Office:*

BBBSNEIA has also implemented a visitor and vendor policy to protect both our staff and partners. We are significantly reducing/eliminating in-person meetings the BBBSNEIA team attends/holds. When feasible, meetings will be held via phone or video platforms.

Please understand that we have also asked our team to suspend off-site meetings and in person meetings unless absolutely necessary. Additionally, we are cancelling work-related attendance at all large gathering including conferences, community lunches, seminars and other trainings for now.

While there has been no confirmed exposure or diagnosis of any person with COVID-19 at our facility, we believe that implementing these temporary procedures is in our best interest as well as in the best interest of public health as we all do our part to reduce the risk of COVID-19 spreading in a manner that overwhelmed our healthcare system.

*BBBSNEIA Fundraisers:*

BBBSNEIA Board of Directors will be meet this week to give input and direction on all upcoming fundraisers. We will update our website and all social media sites with any changes &/or new dates for all upcoming events.

We appreciate all of our partners for your understanding during this time. We hope that together we can greatly reduce the impact of COVID-19 in our service area in the following counties: Black Hawk, Bremer, Buchanan, Butler, Chickasaw, Fayette and Floyd.

Be safe and well.

Respectfully,



Yolanda R. Williams  
Executive Director