

March 9, 2020

Dear Friends,

This letter is to inform you that Imagine the Possibilities is closely monitoring the developments regarding the outbreak of the coronavirus disease (COVID-19). Although the Centers for Disease Control and Prevention (CDC) reports that the health risk to the general American public is low, precautionary steps are key to the prevention of its potential impact on our family, friends, members, and colleagues. As a result, we continue to assess the situation carefully to ensure a well prepared response in supporting our members, should they be directly impacted by the virus.

Imagine the Possibilities is taking proactive measures to heighten awareness through employee education and training this week, while also working with leading federal and state public health experts to set precautions that prevent and/or contain the spread of COVID-19.

We are encouraging individuals served to have a minimum of a two week supply of necessities including food, fluids, medications, and cleaning supplies to assure appropriate supports are available if someone were to become ill or be required to self-quarantine. Imagine is planning in great detail related to staffing supports and plans if a significant outbreak were to occur. We want to assure all scenarios are analyzed and planned for.

Imagine asks all guardians and family members to refrain from visiting if you are showing any of the signs and symptoms related to COVID-19 or any other illness. Imagine will also work with clients served to assist them in analyzing the risks related to attending large public events or going to other locations that would be considered high risk.

If you have any questions related to preparation or have ideas for us to consider in addition to our current plan feel free to reach out to your primary Imagine contact and share your thoughts. These are stressful topics and we want to assure everyone is as safe and risk free as possible.

For additional information, please visit the following websites:

Centers for Disease Control and Prevention (CDC)

<https://www.cdc.gov/coronavirus/2019-ncov/about/prevention-treatment.html>

Iowa Department of Public Health

<https://idph.iowa.gov/Emerging-Health-Issues/Novel-Coronavirus>

We will continue to work with state and federal organizations to ensure that we stay informed and utilize the resources necessary for taking proactive measures to promote health and safety.

Thank you,

A handwritten signature in black ink, appearing to read "T. Seifert", written over a light blue horizontal line.

Todd Seifert

Chief Executive Officer

