

MEMORANDUM

Date: April 6, 2020

To: TLRC Residents and Employees

From: R Kevin McFeely, President & CEO

Re: New guidelines and updates

As of today, all TLRC employees, regardless of which department they work in are now required to wear a mask. For those staff who work in areas that have direct contact with residents, the mask must be one that is deemed suitable for surgery. Homemade masks can be used by staff who are in areas where indirect contact with residents occurs (business office and other office settings). Likewise staff members should not be traveling from one setting on campus to another unless your job requires this (maintenance, nursing, housekeeping, laundry, etc.) There are no exceptions to either of these areas. If you need to touch base with residents or staff members outside of your own work area, please e-mail, text or call them.

Unfortunately, with this ongoing pandemic, we are beginning to see an increase in unauthorized people on our campus and as a result, two residents had their cars broken into last week. I have spoken with Trent Herivel about this and he has increased security rounds, but we need everyone, staff and residents alike, to not leave anything that is visible in your cars and please remember to lock the cars. This will prevent the majority of break-ins if it appears there is nothing to obtain from the vehicles. If you see someone on our property that looks unfamiliar, please do not approach them, but instead call 911.

Also beginning today, in response to the increase in unauthorized people on campus and increased vigilance for COVID-19, the Mortvedt Center will now be locked. Given there are no groups meetings, I do not believe this should pose an undue hardship on our residents.

Lastly, I want to make you aware we now have our first confirmed case of COVID-19. One of our staff members in the Health Center along with two agency personnel

who were exposed to COVID-19 while working in another skilled nursing center has been tested and the test came back positive. **None of our residents have tested positive.** You may recall we implemented a mandatory use of masks for all direct care staff before it was mandated by the CDC and because of this, we and the Washington Department of Health personnel believe we are a low risk for this spreading throughout the community. We are aware of the Health Center residents these people provided care to and have stepped up the surveillance of these residents but again, because of our proactive actions throughout this pandemic, want to assure you they have absolutely no symptoms of COVID-19 or any type of illness at this time.

While we have not been mandated to provide masks to our residents in Assisted Living or the Apartments, we believe we need to take the same steps in our main building as a preventative step and have begun distributing masks to both sets of residents with the expectation the residents will wear the masks when outside of their apartments. Many of our Six-Plex residents have already begun wearing masks and taken steps to limit their need to be in the greater community. I also want to give a HUGE shout-out to all of our residents and community members who have sewn masks for our staff and residents to utilize. These have been a huge help and we are all grateful for this work!

Please know we will continue to keep you informed of changes that occur and provide you with any updates that are happening. Many of you have shared your gratitude for all of the efforts that have been implemented. The staff at TLRC are nothing short of amazing! They are working hard to keep our residents safe and healthy as we navigate through this unprecedented time and will continue to do so. Thanks to you for your understanding for all of the steps we have put into place and look forward to putting this situation behind us. I hope you are keeping safe and healthy and as always, do not hesitate to reach out to us should you have any additional questions.