March 18, 2020

Dear Valued Volunteers,

The health and safety of our youth, staff and volunteers is our top priority as we work to implement the recommendations of the Centers for Disease Control, the Illinois Department of Public Health, and the Illinois Emergency Management Agency in response to COVID-19. At this time, to slow the spread of the disease as much as possible and to protect the health of people in our care, we are postponing all volunteer visits through April 6.

We are extremely grateful for your service and commitment to the youth in our care and look forward to resuming your visits as soon as possible after April 6. If you are willing and able to make remote visits via telephone or videoconferencing applications, please contact Illinois Youth Center Administration at your volunteer site and we will work with you to schedule such opportunities to every extent possible.

Please know that we are committed to keeping our youth, staff and volunteers safe and healthy during this National Emergency.

Proactive Steps to Stay Healthy

The 2019 novel Coronavirus is believed to be spread through the air when an infected person coughs or sneezes, much in the way influenza, and other respiratory viruses spread. Because of this, individuals are encouraged to follow these common-sense practices:

- Wash hands regularly for at least 20 seconds using soap and water.
- Avoid the touching of eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Cover mouth and nose with the inside of the arm or with a tissue when coughing or sneezing, and throw the tissue away immediately. Wash hands as soon as possible afterward.

Additional information is available from the Illinois Department of Public Health at their Coronavirus-2019 (COVID-2019) website, the COVID-19 Hotline at 1 (800) 889-3931 or by email at dph.sick@illinois.gov.
We will continue to monitor this situation closely in partnership with IDPH and IEMA in the days and weeks to come. Be assured that we will communicate immediately any updates or changes to our temporary volunteer visit suspension.

Thank you for your attention,

[Signature]
Heidi Mueller
Director