

Dear Friends.

We at Fathers and Families Center, are working to adapt for the coronavirus (COVID-19) pandemic and wanted to inform you about the steps we are taking to protect the health and safety of our staff, guests/volunteers, participants and their families.

For the next two weeks, beginning March 23<sup>rd</sup> through April 4<sup>th</sup>, we are making some changes to protect our participants and their families, guests, and staff. We will be closed Monday, March 23<sup>rd</sup> and Monday, March 30<sup>th</sup>; but will be open Tuesday through Friday (9:00am – 4:30pm) to current participants, alumni and their significant others. Our building, programs and services are temporarily closed to the public; and orientation sessions, Strong Fathers Classes and High School Equivalency classes and testing are postponed until further notice.

We are asking that our current participants and alumni call the main line or their case worker to schedule an appointment if they need assistance. The phone numbers are as follows:

- Main office number: (317) 921- 5935
- Victoria Handy, Education Specialist: (317) 921-5953
- Terrence Harper, Mental Health and Wellness Manager: (317) 713-4866
- Robert Mays, Family Support Specialist: (317) 921-5946
- James Melton, Family Services Manager: (317) 713-0169
- John Muhammad, Family Support Specialist: (317) 921-5944
- Patsy Pitts, Family Support Specialist: (317) 921-5941
- David Plasterer, Employment Specialist: (317) 921-5952

We are also postponing all public events through May 30<sup>th</sup>; including our Participant Recognition Ceremony, Employer Appreciation Breakfast and Job/Career Fair. You can stay informed about the status of our programs and services by following us on social media (Facebook and Twitter).

We will continue to update this plan as we monitor federal, state, and local recommendations and adjust as needed. We recognize that many of the families that we serve are hurting right now with financial uncertainty increasing so many barriers to family stability and self-sufficiency. We look forward to working across the community to address these challenges. In the meantime, let us take care of ourselves and each other.

Sincerely,

Wallace McLaughlin, PhD President/CEO