

ECS:

- Maintaining diligent cleanliness in offices and congregating areas to protect staff and customers
- Cancelled Departments annual Spring Fling event
- Evaluating necessary administrative and project meetings – rescheduling, cancelling or modifying communication method, such as teleconference
- Posting all relevant Public Health information in strategic areas for Department staff awareness
- Actively communicating with Departments Senior Managers on updates provided by TERC or Executive Administration
- As a precaution, Customer Service Administrators are verifying requested service delivery to SHRRP customers prior to staff deployment and visits to home
- Residential Services continues to perform service orders, projects and on-call after hours as normal
- Cancelled all scheduled interior SHRRP preventative maintenance services (such as filter and light bulb replacement). These services will be rescheduled.
- Continuing all scheduled exterior SHRRP, RAMP and Low Income preventative maintenance services (such as weed abatement, wake and funeral assistance, roof repairs and private driveway access)