



# SPECIAL COMMUNICATION

**TO:** ALL LIBERTY EMPLOYEES

**FROM:** JENNIFER SAUNDERS, CEO

**DATE:** 08/03/2020

**SUBJECT:** COVID -19

We have been notified that a residential employee who works at our Old Trail home has tested positive for Coronavirus (COVID-19). The infected employee lives with a person that traveled to one of the States covered by the NYS travel advisory requiring a fourteen day quarantine following out-of-State travel. It is believed the virus was contracted by the roommate while the person was on vacation out-of-State.

Currently the rest of the staff and the individuals that reside at Old Trail are symptom free. The staff that had substantial direct contact with the COVID positive employee have been contacted and advised to obtain a COVID test and will be restricted to only working at Old Trail until a precautionary fourteen day period expires. The individuals that reside at Old Trail will also be tested and will remain restricted to their home for the precautionary period.

We are carefully monitoring the situation and we will continue to share with you any additional developments.

We greatly appreciate your support throughout this pandemic.

Jennifer Saunders, CEO

