

Please be advised that in light of President Trump's National Emergency declaration, Roberta Housing Authority is invoking certain measures to ensure the continued safety of our employees and our residents.

In an abundance of caution, we will be restricting the public's access to our facilities beginning on Tuesday, March 17<sup>th</sup> until further notice. Our employees will come to work if they are not sick or showing signs of sickness and we will operate as normal. If you are a resident, please note that until further notice, only emergency work orders will be completed. All routine work orders are deferred.

Please call our office at 478-836-3530 for any business with our agency. We will have staff available to properlyaddress your concerns. If you need to make a rent payment, please call the office to make arrangements for payment. You may make payment in the form of money order, personal or cashier's check only.

We thank you for your support and understanding on this matter.



March 16, 2020

Dear Resident:

Please be advised that in light of President Trump's National Emergency declaration, Roberta Housing Authority is invoking certain measures to ensure the continued safety of our employees and our residents.

This is to advise you that out of an abundance of caution for our residents and our staff, we will not be taking care of routine work orders for the near future.

We want to keep everyone safe during this uncertain time and we believe that the best way to do this is to limit personal contact.

Our office will remain open during regular office hours and we will be available for emergency work orders. Please call our office during regular office hours and call the emergency work order phone number after hours and on weekends.

We also ask that if anyone in your household has been ill, that you advise us of this before we come into your unit. We need to take every precaution to keep our staff safe.

We ask that you do not come into the office during this time unless we have asked you to. Please conduct any business by phone. We will be available to discuss any concerns you may have by phone.

If you have an emergency work order, we will take care of those in the usual manner.

We are also enclosing a pamphlet that has been provided to us by the Centers for Disease Control and Prevention that will help you understand what you need to do make sure that you and your family stay safe.

We ask that you carefully read and take any precautions that are necessary to keep everyone in our community safe.

It is possible that our precautions may change in the very near future based on daily updates that we receive. If this happens, we will certainly let you know.

If these precautions are still in effect at the first of April, we may have to ask that you call the office to make payment arrangements. As usual, if you are unsure of your rent amount, please just call our office and we will advise you.

Please understand that your safety and the safety of our staff is of our utmost importance.

Thank you for your patience and understanding as we all try to get through this.

Sincerely,

Marie Harris
Executive Director

### Coronavirus disease 2019 (COVID-19) and you

#### What is coronavirus disease 2019?

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. The virus that causes COVID-19 is a novel coronavirus that was first identified during an investigation into an outbreak in Wuhan, China.

### Can I get COVID-19?

Yes. COVID-19 is spreading from person to person in parts of the world. Risk of infection from the virus that causes COVID-19 is higher for people who are close contacts of someone known to have COVID-19, for example healthcare workers, or household members. Other people at higher risk for infection are those who live in or have recently been in an area with ongoing spread of COVID-19.

Learn more about places with ongoing spread at <a href="https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html#geographic">https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html#geographic</a>.

The current list of global locations with cases of COVID-19 is available on CDC's web page at <a href="https://www.cdc.gov/coronavirus/2019-ncov/locations-confirmed-cases.html">https://www.cdc.gov/coronavirus/2019-ncov/locations-confirmed-cases.html</a>.

### How does COVID-19 spread?

The virus that causes COVID-19 probably emerged from an animal source, but is now spreading from person to person. The virus is thought to spread mainly between people who are in close contact with one another (within about 6 feet) through respiratory droplets produced when an infected person coughs or sneezes. It also may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads. Learn what is known about the spread of newly emerged coronaviruses at <a href="https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html">https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html</a>.

### What are the symptoms of COVID-19?

Patients with COVID-19 have had mild to severe respiratory illness with symptoms of:

- fever
- cough
- shortness of breath



#### What are severe complications from this virus?

Some patients have pneumonia in both lungs, multi-organ failure and in some cases death.

## People can help protect themselves from respiratory illness with everyday preventive actions.

- · Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

# If you are sick, to keep from spreading respiratory illness to others, you should

- · Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

# What should I do if I recently traveled from an area with ongoing spread of COVID-19?

If you have traveled from an affected area, there may be restrictions on your movements for up to 2 weeks. If you develop symptoms during that period (fever, cough, trouble breathing), seek medical advice. Call the office of your health care provider before you go, and tell them about your travel and your symptoms. They will give you instructions on how to get care without exposing other people to your illness. While sick, avoid contact with people, don't go out and delay any travel to reduce the possibility of spreading illness to others.

#### Is there a vaccine?

There is currently no vaccine to protect against COVID-19. The best way to prevent infection is to take everyday preventive actions, like avoiding close contact with people who are sick and washing your hands often.

#### Is there a treatment?

There is no specific antiviral treatment for COVID-19. People with COVID-19 can seek medical care to help relieve symptoms.

For more information: www.cdc.gov/COVID19