



## MEMORANDUM

FROM: Philip Miller, CEO  
TO: Workers, Families, Guardians, Residential Providers and Staff  
DATE: March 19, 2020  
RE: Coronavirus Update

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Good afternoon, we want to provide an update for you regarding the coronavirus pandemic as it relates to Portage Industries, Inc. We have been monitoring every possible source of information to stay current as this national crisis unfolds including national news, Ohio Governor DeWine's daily press conferences, the Ohio Department of Health, notifications and conference calls from our statewide association, OPRA and local County Board communications.

Portage Industries, Inc. will be closing at the end of the business day tomorrow, March 20. We expect the shutdown to last between 3 weeks and 3 months however, this is our best guess and not a firm time frame. Portage Industries, Inc. will open for business after the coronavirus crisis is over and it is again safe to do so.

During the shutdown, we want to be responsive to your needs and are available to you to provide Homemaker Personal Care (HPC) services. Services are available in your home if needed. The Ohio Department of Developmental Disabilities has made additional funding available during the pandemic by expanding budget limitations for HPC services. Portage Industries, Inc can work with you and your SSA to meet your needs. In all cases, we will continue our practice of taking the temperature daily of staff and consumers, practicing social distancing and implementing our heightened level of sanitizing and disinfecting that includes frequent hand washing. Our staff will contact you in the next few days to determine your needs and interest in using Portage Industries, Inc. to serve you. Or please feel free to call us and let us know how we can help you during this time.

At this time, our office (330-296-3996) will remain open to address any questions or concerns you may have.