



# Licking/Knox Goodwill

## Important Update – Please Read Immediately

To:	All Licking/Knox Goodwill Employees
From:	Timothy J. Young, CEO/President
Date:	March 22, 2020
Subject:	Work Schedules for Monday, March 23, 2020

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On Sunday, March 22, 2020, Governor Mike DeWine officially made the shelter in place order for Ohio. We understand these are difficult times. However, we are asking all staff to work their scheduled hours tomorrow, March 23, 2020, so that we can orderly and effectively prepare for any temporary closures.

Licking/Knox Goodwill is continually monitoring the health and safety of our staff with the assistance of state and federal media. To receive the fastest and most accurate updates, please be sure to join our emergency text message system. Open your text message app and send the word EMERGENCY to the phone number 31996.

If you have any questions or concerns regarding this update, please reach out to Michael Albanese, Vice President of Security and Facilities Operations or David Seimetz, Vice President of Contracts.