



# Licking/Knox Goodwill

## Important Update – Please Read Immediately

To: All Licking/Knox Goodwill Staff  
From: Timothy J. Young, CEO/President  
Date: February 11, 2022  
Subject: Mask Mandate

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Unless mandated by your individual worksite, effective Friday, February 11, 2022, Licking/Knox Goodwill will remove the mask mandate for our staff.

**Social Distancing:** Please practice social distancing by remaining a minimum of 6 feet apart from your coworkers. If you are unable to maintain social distance, you are strongly encouraged to wear a facemask.

**Optional Mask Wearing:** Staff who prefer to wear a mask may do so.

**Future Mask Mandates:** If conditions warrant, the mask mandate may be reinstated.

**Absence Reporting:** Please be sure you report any employee absence to [reporting@goodwillnewark.com](mailto:reporting@goodwillnewark.com). Employees should stay home if experiencing symptoms of COVID-19 and other infections.

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 (740) 224-8441.

If you have any questions or concerns regarding this update, please reach out to Cidra Poellnitz, Vice President of Human Resources at (614) 446-8135.