



## COVID-19 Update - March 13, 2020

Dear City Partners,

With the rapidly changing conditions surrounding COVID-19, we wanted to update you on our Home Delivered Meal and Congregate Lunch Café programs in your city. First and foremost, we are committed to maintaining our partnership with your city to provide these programs to your older residents who need nourishing meals and social connections. In turn, we rely on collaborative arrangements that leverage your senior and community center staff and volunteers.

At this time, many of the cities and agencies that we partner with have temporarily closed their centers. Ensuring uninterrupted delivery of Home Delivered Meals for homebound older adults is our top priority, followed by providing meals to Lunch Café participants who normally would gather to share a meal in your centers.

We are working with your senior and community center staff to develop work-arounds to accomplish these priorities. We ask for your support in the following ways.

### Home Delivered Meals:

1. If the program normally is handled through your center, we request that you allow program staff (whether on your payroll or ours) and volunteers to access the center to operate much as they normally would, with modifications for social distancing.
2. We will continue to make the meals and provide additional support, but these programs can only continue uninterrupted if staff and volunteers can conduct their important work.

### Congregate Lunch Café:

1. If your center remains open between now and March 18, 2020, we will continue to operate the lunch program in your center as usual, with precautions taken to reduce COVID-19 risk.
2. Starting March 19, we are planning to distribute frozen Café meals to participants who pick them up at your center. They can pick up the meals inside (in small groups practicing social distancing) or curbside as your policies and logistics allow.
3. We ask that you allow access for program staff and volunteers to use the kitchen in your center for running water, cold storage, access to supplies and use of restrooms.
4. We will continue to make the meals and provide additional support as possible, but as noted above, these programs can only continue uninterrupted if staff and volunteers who put on these programs can conduct their important work.

Transportation:

1. If we provide funding to your city for transportation to the senior or community center for the Congregate Lunch Café program, we ask for assistance in developing work-arounds. For example, you may decide to allow transportation to enable Café participants to go to the center to pick up their meals. Or there may be a way to utilize the transportation to get the frozen Café meals to participants who normally would come to the center.
2. We do not know if the above would be feasible, but we will appreciate working with your teams to develop creative solutions where possible.

Case Management:

1. We partner with city case managers in Costa Mesa, Huntington Beach, Brea, Orange and Fullerton to provide Case Management to Home Delivered Meals clients. We will rely on your case managers to continue to conduct their services as usual, with the important exception that they may conduct assessments and reassessments by telephone during the COVID-19 situation. Other details will be provided to them directly.

Our primary source of funding for these programs is through the Older Americans Act administered by the County and State, and ultimately any program changes must be approved by them. We are grateful that they are being flexible in allowing us to develop many needed modifications.

This is a very fluid situation as you well know, and if anything we have described changes, we will notify your teams as soon as possible. We may need to call on your staff for additional assistance should there become a shortage of volunteers or if unforeseen circumstances should arise.

In the meantime, please contact us if you require further information. We appreciate your ongoing partnership and support.

Sincerely,

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Distribution: City Managers and Senior/Community Center managers for the Cities of Anaheim, Brea, Buena Park, Costa Mesa, Cypress, Fountain Valley, Fullerton, Garden Grove, Huntington Beach, La Habra, Placentia, Santa Ana, Seal Beach, Stanton, Tustin, Westminster, Yorba Linda; Orange Senior Center

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