

To: GSGLA Staff
Fr: GSGLA COVID-19 Response Team
Date: March 11 2020
Re: Your Wellbeing

Over the past two weeks, the COVID-19 Response Team has been in discussions and taking urgent action to ensure our staff and our members are receiving important information and access to resources during this time of uncertainty. The team has been in constant discussions about guidelines, leading practices, and next steps as we navigate through what the [World Health Organization](#) (WHO) has now declared a [pandemic](#).

We cannot reiterate enough that your wellbeing and that of our members is our number one concern, and we understand that there are growing levels of anxiety permeating our communities, as well as our organization. We are working to find the balance between efficiency in terms of precautions for health and safety and concerns about the emotional wellbeing for our entire GSGLA family. Your commitment to our mission is much appreciated.

With prevention and precaution at the forefront of decisions, we encourage all staff to take your laptop home each day and to make sure the Fuze app is downloaded to your cell phone. At minimum, this will allow us to nimbly adjust to a remote workforce *if we need to*. If you have any questions or do not have a laptop, please check in with your supervisor about options.

With your wellbeing in mind, we are increasing janitorial cleaning steps and are in the process of providing additional sanitizer and disinfectant wipes at all properties. We are reviewing all considerations for what is best for staff and membership, and if you have any apprehension about your office environment, commute, or any other work-related health concern, please talk with your supervisor.

As a reminder, continue to reference these key resources for guidance and best practices:

- [Center for Disease Control \(CDC\)](#)
- [World Health Organization \(WHO\)](#)
- [GSGLA talking points and FAQs](#) (staff updates, staff memo archives)
- [Help keep our Girl Scout community safe](#) (member updates, member letter archives)

Thank you,

GSGLA COVID-19 Response Team

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