



*Building Communities
Changing Lives*

Updates as of 3/23/2020

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- During this health crisis, Community Teamwork has put in place emergency preparedness programs to ensure we can continue to provide critical services to our clients.
- **Phone 978-654-5607, or email CovidResponseCTI@commteam.org.**
- We are maintaining social distancing protocols for the health and safety of our community, our clients, and our CTI staff, and sanitizing workspaces and locations daily.
- Our IT staff department has set up our staff to work remotely with laptops, and cellphones so that we can continue to service our clients and the most needy.
- Our Executive Team is meeting first thing in the morning and at the end of the day to review the needs each day.
- We are in daily communication with the City of Lowell, Lowell Health Department, our Representatives and Lori Trahan's office, as well as the cities and towns we serve.
- We are communicating daily with our clients, staff, board and partners via email and Social Media.
- Emergency Services are being operated out of our Resource Center on 17 Kirk Street by phone/mail.
- While we have closed all of our buildings to walk-in traffic, our staff is available by phone, email, and in extreme conditions, to meet with clients on an appointment-only basis.

- We have closed all of our center based child -care operations based on the advice from the Board of Health, prior to the Governor's March 23rd announcement.
- Parents are being contacted to assess the needs of our families. We are sharing suggested learning opportunities and suggested activities. Food, diapers and wipes are being delivered by our transportation dept as needed. (Will send pictures of delivery)
- All Family Child Care Providers have closed as of March 23rd. We are exploring the possibility of providing child care for essential workers,
- Our Shelters are staffed and our Scattered Sites are being monitored.
- WIC is fully operational remotely.
- Financial Education Center is closed to the public. We have suspended all workshops and programs for the next 3 weeks.
- Entrepreneurship Center has suspended all trainings, workshops and SCORE counseling sessions.
- Senior Volunteer activities have been suspended for 3 weeks
- The Youth Opportunity Center and Mill You at 167 Dutton street is open on a limited basis Monday, Wednesday and Friday, 9am – noon by appointment
- The Division of Energy and Community Resources including Fuel Assistance and Heating System Repair is closed to walk in service and only dealing with emergency no heat situation.
- **We are using an emergency COVID hotline and general mailbox which will be continuously monitored from 8:30am to 5pm every weekday. We are making every effort to return calls and emails within 2 hours.**
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