

## Kristopher Tazelaar

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**From:** Kristopher Tazelaar  
**Sent:** Thursday, March 12, 2020 1:04 PM  
**To:** Tiffany Klopp  
**Cc:** Michelle Orge  
**Subject:** Coronavirus Preparedness

Dear Community Partners,

The Coronavirus situation continues to evolve, affecting companies, conferences, schools, and communities around the world. Second Harvest Foodbank of Southern Wisconsin is monitoring these developments closely in coordination with Feeding America (our national food bank partner), while also aligning ourselves with local and state partners to proceed with specific guidance and contingencies to continue operations.

While we have had emergency preparedness plans for many years, this situation has unique elements that have required additional thought. This communication is just the first example of our commitment to providing you with regular information and updates so that you are prepared to safely and effectively operate your programs. In the coming days and weeks we will share information with you via email if we have specific guidance, restrictions, or instructions. Additionally, we will be creating a special section on the Partner Resources page of our website to share additional updates and tools with you.

**I want to assure you that Second Harvest has every intention to continue distributing food to our 16-county service area!**

Together, we play a critical role in meeting the needs of those struggling with hunger in your community. Two-way communication between our organizations will be critical. Please contact us if you are seeing any changes in your service patterns, or if you anticipate a disruption of your normal distribution schedule. We will do everything we can to support you and get food to those in need.

We encourage you to take a proactive approach, and follow [CDC guidelines](#) for prevention to protect the health of all parties involved. Please share and follow CDC's recommended practices to reduce the risk of spreading the virus:

- Frequent hand washing with hot water and soap
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Avoid close contact with people who are sick
- Stay home if you are sick, except to get medical care
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow (then wash hands)
- [Clean AND disinfect](#) frequently touched surfaces daily:
- Post [informational sheets and posters](#) to educate your participants, staff, volunteers, and supporters

The [Wisconsin Department of Health](#) encourages local faith-based and community organizations to prepare for the possibility of community spread in your communities. Small actions can make a big difference!

- Inform volunteers and community members of any new public health recommendations
- Consider your programs and services and start planning for various possible scenarios
- Try to discourage stigma, and help neighbors who may be feeling anxiety

Second Harvest is committed to living up to the promise we both have made to help those facing hunger in the communities we serve. We are also committed to being a trusted resource to you and the program participants who rely

on you. Finally, we are committed to leveraging our resources – both internally and nationally – to ease any burden of uncertainty you may have.

We will provide frequent updates regarding the Coronavirus via email and on our website. Thank you for your ongoing dedication to serving those facing hunger!

Tiffany Klopp  
Director of Partnerships & Programs



**Kristopher Tazelaar**  
Director of Marketing & Communications

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Second Harvest Foodbank exists to end hunger in southwestern Wisconsin. To learn more, go to [SecondHarvestMadison.org](http://SecondHarvestMadison.org).

