



**Porchlight, Inc.**

306 N Brooks St  
Madison, WI 53715  
(608) 257-2534

## MEMORANDUM

**Date:** March 16, 2020

**To:** Porchlight Friends

**From:** Karla Thennes, Executive Director

**Re:** Porchlight Response to Coronavirus

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Dear Porchlight Friends,

As you know, the Coronavirus has reached 'pandemic' status according to the World Health Organization. I want to take a moment to provide you with the latest update on our response at Porchlight to help ensure the safety of our clients, staff, volunteers, and the community.

- Men's Drop-In Shelter. We are washing guest blankets daily. We have hired a professional cleaning company to clean and sanitize weekly, on top of our regular daily custodial services. Guests will utilize hand sanitizer upon entering shelter and prior to meals. Meal volunteers have been given the option of dropping off prepared meals and having staff serve. We are identifying homeless guests who are elderly and/or have compromised immune systems and working with Dane County to transfer these guests to hotels for 1-2 months.
- We are looking into extending time at Shelter 3 past winter hours and not enforcing 90-night limit with guests.
- Our leadership team is developing protocols for staff in essential services and we are working with City/County/Public Health to develop strategies for outbreaks affecting staff and guests including cross training staff to fill in at other programs.
- Our family case manager is working with the 34 families that live in Porchlight housing to make sure they have adequate food and resources while children are home from school.
- All outside programming coming into Brooks Street to assist our residents has been canceled at this time for health and safety reasons.
- We are coordinating efforts with the CDC, City of Madison, Dept of Health, UW Health Systems and FEMA to ensure we meet the needs of the community, staff, volunteers and partnering organizations.

For the latest updates from Porchlight please check out our website at <https://porchlightinc.org/> or our Facebook page at <https://www.facebook.com/porchlightmadison/?ref=bookmarks>.

To make a donation to assist in our efforts, please click on the below link:

<https://interland3.donorperfect.net/weblink/weblink.aspx?name=E343331&id=1>

Take good care! We will get through this!

Best, Karla Thennes

Executive Director  
Porchlight