



April 16, 2020

To all our Community Action Staff:

Hello all,

As Governor Cuomo says “we are all in this together” so stay safe and be well.

The agency this week is continuing with previous guidelines for employees. Pay and benefits will remain paid again this coming week. No approval of our PPP (Payroll Protection Plan) loan as of yet. Banks are still organizing how they will distribute funding and have ten days to disperse funds upon approval.

Foodlink will be using Community Action of Orleans and Genesee to distribute food boxes. The program started this past week and how often the boxes will be given out will be determined by Foodlink. Continue to check the agency website for updates.

A BIG SURPRISE to us and a GIANT THANK YOU to all individuals and organizations who have made monetary donations to Community Action of Orleans and Genesee to benefit the Emergency Services programs. A SPECIAL THANKS to Legislature Lynne Johnson and Mayor, Eileen Banker and Chief of Police, Roland Nenni who spearheaded this outpouring of love.

Please remember you are still employed while at home and need to be available during your normal work hours and, again you should not be applying for unemployment benefits. Continue to check the agency website for updates and continue to stay home if possible, following social distancing and sanitizing procedures, and now wear a mask or bandana if you must go out and continue to follow the Health Dept. guidelines. Attached are simple no sew masks for your convenience and information.

THANK YOU TO ALL STAFF WORKING ON SITE AND REMOTELY!

Blessing to all,

The Board of Directors

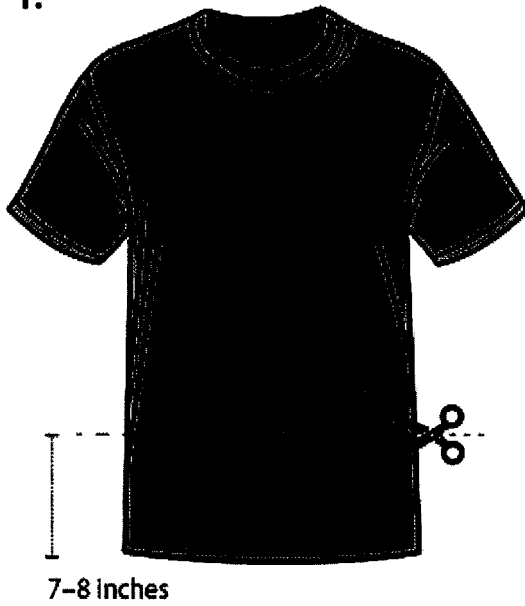
Quick Cut T-shirt Face Covering (no sew method)

Materials

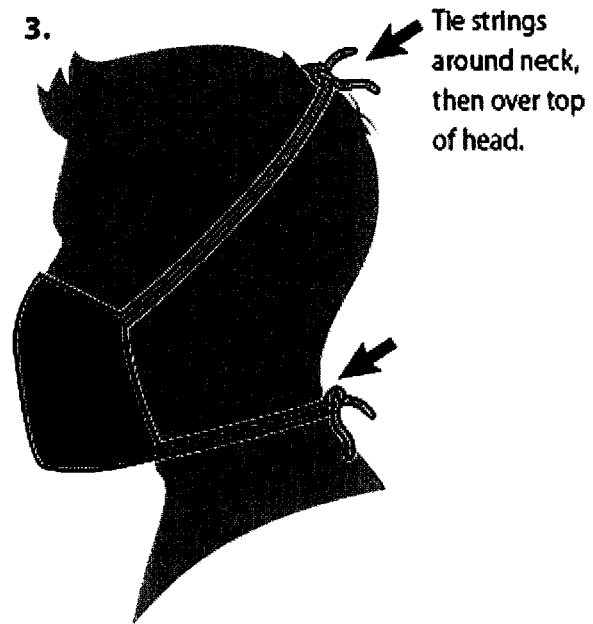
- T-shirt
- Scissors

Tutorial

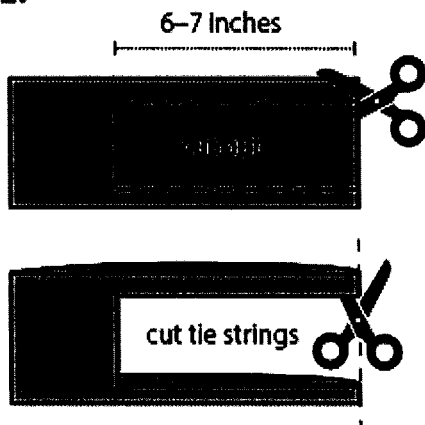
1.



3.



2.



Bandana Face Covering (no sew method)

Materials

- Bandana (or square cotton cloth approximately 20"x20")
- Rubber bands (or hair ties)
- Scissors (if you are cutting your own cloth)

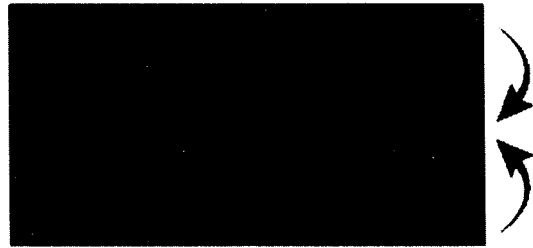
Tutorial

1.



Fold bandana in half.

2.



Fold top down. Fold bottom up.

3.



Place rubber bands or hair ties about 6 inches apart.

4.



Fold side to the middle and tuck.

5.



6.



More Information

- [ASL Video Series: Easy DIY Cloth Face Covering](#)
- [How To Make Your Own Face Covering Video](#)

Page last reviewed: April 13, 2020

Content source: [National Center for Immunization and Respiratory Diseases \(NCIRD\), Division of Viral Diseases](#)