



MEMO: Coronavirus (COVID-19) Update

Date: March 16, 2020

TO: Board of Directors and Association Members

FROM: John Strohm, Vice President and Chief Operations Officer

We are reaching out with information on the steps we are taking to keep our staff, clients and the community safe. We strive to serve our Boards and are implementing the following:

- **First and foremost, all of us at Alliant want to wish you and your family health and safety during this trying time.**
- **Our CAMS will be working from the field with the use of our leading-edge technology. We will continue to provide you with the exceptional level of service you have come to expect from Alliant.**
- **Our offices will remain open and there will be no disruption to your service team. We ask that you refrain from visiting the offices unless it is an extreme emergency.**
- **Our team has access to direct phone lines and email. Our main phone lines and emails will remain open and we will be able to connect with you. These avenues will be the best way to contact our team.**
- **Thank you for your understanding of our temporary social distancing policies. We are doing all that we can to keep our staff and our clients safe.**

If you have any questions, please feel free to reach out to your manager directly.