



## MEMORANDUM

**TO: DCF All Staff**  
**FROM: Commissioner Dorantes**  
**DATE: March 5, 2020**  
**SUBJECT: COVID-19 Virus: DCF's Efforts of Preparedness Update**

Good Afternoon,

In light of the events associated with the COVID-19 virus, DCF has purchased supplies for the area offices. Some of the items are meant for the office and the other items are meant for each state vehicle. You will be receiving the today or tomorrow. State vehicles should be equipped with a package of antiseptic wipes, a hand sanitizer and a Kleenex box, consolidated in a clear bag.

Please be advised that we are actively involved in local and statewide efforts in key areas:

- Monitoring employees returning from international travel
- Providing health safety supplies to area offices and facilities
- Planning for staff to be able to work from home
- Monitoring the health of families - call before conducting home visits to be sure no one is sick
- Keep vigilant regarding Phishing Emails
- Posting of signage when received from DPH
- Updating our Continuity of Operations Plan (COOP)

Vannessa

Vannessa Dorantes LMSW

Commissioner

State of CT

Dept of Children & Families



"I do my best because  
I'm counting on YOU  
Counting on ME." MAngelou