



**Diocese of Joliet
Coronavirus Update
July 6, 2020**

Dear Priests, Deacons and Parish Administrators/Business Managers,

I'm writing today to share that we have been notified of a positive coronavirus test by a staff member at a diocesan parish. Presently, all parish staff are staying home for a 72-hour period while the offices are sanitized, and those staff members who were in direct contact with the individual who tested positive will stay quarantined for 14 days.

This first incident is a reminder to all that for everyone's safety, these simple but essential practices MUST remain in force:

- Everyone is to maintain a minimum of six-foot social distance from each other at all times;
- Whenever with others or away from your desks, you MUST wear face masks;
- Frequent hand-washing and other sanitization efforts should be employed; and
- Attendance and contact information for all in-person gatherings should be kept for a period of 14 days.

Further, while socially-distanced gatherings and meetings are permitted during this "Phase 4" of the Restore Illinois plan, this exposure reminds us of the importance right now to utilize technology – through virtual meetings, teleconferences or e-mail – to substitute for in-person contact as much as possible for the safety of all.

Additionally, enclosed with this letter is an updated "Employee COVID-19 Reporting Form" which should be completed by the Business Manager in the event of a confirmed case of any employee or volunteer. This completed form must be completed and sent to our Human Resources Office here at the Diocese of Joliet. (humanresources@dioceseofjoliet.org)

I remain thankful to the thousands of priests, deacons, staff and volunteers who are all working together during this unprecedented time.

Sincerely yours in Christ,

+ A handwritten signature in black ink that reads "Richard E. Pates".

Most Reverend Richard E. Pates
Apostolic Administrator
Diocese of Joliet