



Housing Authority of the Sac and Fox Nation

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March 13, 2020

Dear HASFN Tenants:

The Housing Authority of the Sac and Fox Nation is committed to doing everything we can to ensure the health and well-being of our residents. We want to keep you informed about the HASFN's response to the presence of the COVID-19 in Oklahoma. We are taking extra measures, including frequent sanitation of common areas in the HASFN building and asking residents to call or email rather than visit our offices in person. The following actions are designed to help keep our tenants, staff, partners and communities safe.

1. Stay home if ill

- HASFN has instructed all staff who are ill, or have an ill family member, not to come work until they have been symptom-free.
- If you need to make a payment, please use the drop-box on the south side of the office or you may call to make a payment. This will protect you and our staff. HASFN is currently working to obtain online payments through our website at www.sacandfoxha.com.

2. Social Distancing

- HASFN is asking residents to conduct business with HASFN staff either by phone or emails to reduce opportunities for the virus to spread.
- If you or a family member is home sick and you have a scheduled inspection, contact the Housing Department immediately to reschedule. Use the same action for work orders, unless it is an emergency (e.g. leaking pipes, sewage, AC/furnace or electrical problems).

3. Sanitation

- HASFN has instructed staff on additional personal sanitation practices to ensure they are not transferring viruses to themselves or others.
- HASFN is now cleaning common areas of the office buildings at least daily, sanitizing door handles, railings, bathrooms, and other frequently touched surfaces.

HASFN is currently operating on normal hours and has not closed our offices or services. We will notify you if this changes. Some meetings and other activities at

HASFN office may be cancelled or postponed; please check our website at www.sacandfoxha.com or call the office at 405.275.8200.

The spread of COVID-19 is a public health issue. To stay informed or ask questions, you should contact:

Oklahoma State Department of Health:

[https://www.ok.gov/health/Prevention and Preparedness/Acute Disease Service/Disease Information/Coronavirus Disease 2019/COVID-19 Resources/index.html](https://www.ok.gov/health/Prevention%20and%20Preparedness/Acute%20Disease%20Service/Disease%20Information/Coronavirus%20Disease%202019/COVID-19%20Resources/index.html)

COVID-19 Call Center: 877.215.8336

Center of Disease Control: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>
Phone: 800.232.4636

We know the COVID-19 virus is causing a great concern and want you to know that we share that concern. HASFN is taking the situation very seriously and is closely monitoring developments. We will adjust our operations further as needed and will keep you informed of any additional changes we may make to protect our residents.

Sincerely



Elsie N. Little
Executive Director