



## LAGCOE'S RESPONSE TO COVID-19

The LAGCOE leadership team is continuing to monitor the COVID-19 (Coronavirus) situation and is operating under the guidance of the Louisiana Department of Health, the Center for Disease Control (CDC), and the World Health Organization (WHO) to ensure the safety and well-being of LAGCOE's staff members and longtime supporters. Our office remains open for normal operating hours. However, in an effort to implement "social distancing" under the direction of public health authorities, only one LAGCOE staff member will be in the office at any given time, while all others will be working from home until further notice. LAGCOE team members have taken extra precautions to sanitize and disinfect our office in the Oil Center to minimize risk for our team members and visitors. We will keep our social media channels up to date with information should the current situation affect our upcoming events. We ask that our supporters exercise an excess of caution by refraining from visiting the LAGCOE office unless absolutely necessary. The LAGCOE staff will be readily available via email in the coming weeks. Our office is still reachable by phone, but email is the best way to contact our staff to ensure that your questions are answered swiftly and accurately.

Please contact:

Corinne Sprague, **Interim Executive Director**, ([corinne@lagcoe.com](mailto:corinne@lagcoe.com)) regarding:

- Events & Programs
- Community Relations
- Economic Development
- Volunteer Opportunities

Fumy Rita, **Programs Coordinator**, ([fumy@lagcoe.com](mailto:fumy@lagcoe.com)) regarding:

- LAGCOE Education Fund
- FEP Tours & Scholarship
- YPL (Young Professionals of LAGCOE)
- International Relations

Deborah McGuay, **Administrative Coordinator**, ([deborah@lagcoe.com](mailto:deborah@lagcoe.com)) regarding:

- Office Management
- Accounting

Molly Rosato, **Marketing Coordinator**, ([molly@lagcoe.com](mailto:molly@lagcoe.com)) regarding:

- Marketing
- Communication
- Website

The health and well-being of our longtime supporters remains top-of-mind during this time. Please heed the advice of global, national, and state health authorities as our community works to navigate this situation:

- Wash your hands for 20 seconds with antibacterial soap and using alcohol-based hand sanitizer
- When coughing and sneezing, cover your mouth and nose with a flexed elbow or tissue – discard any tissue immediately into a closed bin
- Avoid touching your eyes, nose, and mouth with unwashed hands
- Do not attend the event if you are feeling ill
- If you are experiencing symptoms consistent with COVID-19, contact your local health authority for instructions on medical testing

In the meantime, stay informed using credible information sources, such as:

<http://ldh.la.gov/Coronavirus/>

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

<https://www.who.int/emergencies/diseases/novel-coronavirus-2019>

We ask our supporters to keep the trade show, exposition, and conference community in mind during this crisis and be patient with government officials as they work to make difficult decisions very quickly to protect the interests of the public.