

### COMMUNITY INITIATIVES FREQUENTLY ASKED QUESTIONS:

Current events resulting from COVID–19 are causing considerable disruption to our personal lives as well as our professional careers. As the Coronavirus situations evolves, there will no doubt be ongoing questions that are difficult, if not impossible to answer for a period of time. Mather's Core Team continues to monitor appropriate sources to best understand local, state and federal guidelines that ensure our responses are in line with keeping our customers, residents, staff and guests safe. We will act with an abundance of caution in all matters.

#### Does the Illinois order to shelter in place apply to me with regard to working?

Mather senior living residences are considered an "essential" business or operation as we provide health care and a residential facility. Employees, including reassigned Community Initiatives (CI) employees who work at The Mather or Mather Place, are exempt from this rule when traveling to and from the community. Employees in certain positions outside of those in senior living may also be designated as "essential" and required to work at other designated locations to support essential business functions and continued operation of our senior living communities. Your manager can provide you with an Essential Employee letter and specify the location at which you should work.

## How long do we anticipate Mather's—More Than a Café and neighborhood programs to be closed?

This is an evolving situation and we will continue to monitor and evaluate. At this time, all of our programs will remain closed until further notice.

#### If my location is closed, what are my options to work or receive income?

- 1. You could help support our senior living residences.
  - If you work at the community, you would be eligible to receive an additional 10% of base pay for hours worked.
  - If you are assigned to work all of your time in the Life Centre, you would receive an additional 20% of base pay for hours worked at the community.
  - This bonus program is effective March 29, 2020 until visitor restrictions to our senior living residences are lifted or December 31, 2020, whichever occurs first.
- 2. Mather could provide opportunities for you to work remotely in supporting senior living operations. Your manager will communicate directly with you regarding roles that are able to be accomplished remotely, at least for a period of time.



# What if I am willing to work in senior living, either in person, or remotely, but there is no such work available?

For employees willing to work in senior living, but there is no work available, employees would:

- receive 2 weeks emergency paid sick leave;
- take 3 days of Paid Time Off (PTO);
- use Extended Illness Bank (EIB) (special access for COVID-19) until depleted
- then, use remainder of PTO.

If you have exhausted all of your PTO and EIB, you can apply for unemployment benefits.

# What if I choose <u>not to work</u> while our cafés and neighborhood programs are closed?

Employees who choose not to work in senior living, either in person or remotely, can utilize available PTO and after that has been depleted, their EIB. This is special access to the EIB benefits during this COVID-19 situation. If you are receiving no pay from Mather, you can apply for unemployment benefits.

### What if I become ill or someone in my family becomes ill?

Mather will provide 2 weeks' emergency paid sick leave for employees affected by COVID-19 if they are unable to work or telework due to one of the reasons noted below. If the employee:

- 1. Has received an isolation or quarantine order from the government or a similar request from a health care provider or Mather, to isolate or quarantine; or
- 2. Has COVID-19 symptoms and is seeking a medical diagnosis; or
- 3. Is caring for a family member who is isolated or under a quarantine order; or
- 4. Needs to care for a child whose school or place of care is closed, or whose childcare provider is unavailable due to COVID-19.

If you are ill with COVID-19, please DO NOT COME TO WORK, notify your manager, and reach out to Jim Monroe at <u>imonroe@mather.com</u> or Greg Pilafas at <u>gpilafas@mather.com</u> or call (847) 492.7500. Human Resources staff will provide you with more specific information.