March 17, 2020

Valued Partners,

LJ&A continues to closely monitor the developments surrounding the COVID-19 virus, with a focus on protecting the health and wellbeing of the consumers that we serve, partners, and our employees.

We at LJ&A have adapted to a largely virtual environment and will continue in this manner until the concerns and restrictions adjust.

We pride ourselves on being adaptable to a range of environments and ongoing regulatory changes and stipulations. Most of our team is accustomed to performing their work in the field, remotely and with the use of technology.

**LJ&A staff plan to continue their work and most services remain open.**

Some service delivery opportunities to be aware of –

**\***This is a window of opportunity for making referrals, conducting intakes over the phone and in assimilating plans for service provision.

\*For pre ETS and other services – we will continue to use internet searches, YouTube informational tools, eTrac and additional resources, discussions by phone and text, goal setting, filling out job applications and many preparatory services to ready job seekers for the competitive work world.

\* Job seekers may appreciate the structure afforded in the provision of employment services and have more uninterrupted time to focus on task related to this work.

\*Job Seekers – like the rest of our society are in an imposed position to adjust and adapt to restraints we are all experiencing and we are all on the learning curve of this international health crisis.

If making a referral or discussing progress regarding service provision – let’s work together to share creative ideas in how to serve our mutual clients.

Questions? Please contact any of our staff to discuss. And please visit our on line web portal especially during this time to assure continuity of records and authorizations. (www.ljassociates.net)

Elizabeth Jones. Director of Operations

LJ&A Employment Counseling and Placement Services

Office: 651 481-0090

Cell and Text: 651 497-5312

[L\_jones@ljassociates.net](mailto:L_jones@ljassociates.net)