

March 15, 2020

Dear Parent/Guardian,

Our commitment to the safety and well-being of our young people, staff and volunteers remains our highest priority. We continue to closely monitor reports from the Centers for Disease Control and Prevention (CDC) and the Hawai'i Department of Health (DOH) to ensure proper prevention measures and plans are in place. We are advising all staff, families, and youth members to take precautions as recommended by the CDC, and providing additional resources like handwashing guides, and information about how to talk to young people about the spread of COVID-19.

It is our wish that our clubhouses will remain open as long as it is safe to do so. We recognize what a stressful time this is for everyone, including our children, and we want to provide them with the safe place and caring adult mentors they've always counted on. We also recognize what a stressful time it is for you, our parents and guardians. We know that having the kids safe at the clubs help you to complete the day to day work you need to do to survive. While we are literally assessing the situation hour by hour, day by day, clubhouse by clubhouse, we want to ensure you are preparing for the day when we will have to close the clubs. We will do our very best to provide you with as much advance notice as possible, but the most important thing is you must immediately start thinking about your "plan B". What will you do with your children while our clubs are closed?

At this time, BGCH Clubs will remain open, with the following additional safety precautions in place:

- Strict cleaning and sanitizing procedures have been implemented in the Club and Club vehicles.
- Hand washing, hand sanitizing, safe methods of greeting each other and other prevention guidance as recommended by the CDC have been implemented and will continue to be reinforced and discussed daily.
- All BGCH travel by youth members, staff and volunteers has been cancelled to April 30, 2020 and may be extended further.
- All face to face meetings are cancelled wherever possible and replaced with virtual meetings. Parent drop off, pick up and specific youth related meetings are excepted.
- Third party programming at the Clubs have been paused.
- Visitors to the Clubs are discouraged unless absolutely necessary and at the discretion of Club and Administrative Management.
- **While Spring Break programming is in session, ALL external field trips have been cancelled.** Again, this is for the safety and well-being of our young people. In place of field trips, Club staff will create in Club programming that will be fun, engaging and will include healthy meals and snacks wherever possible.



**Administrative Office**  
1000 Bishop Street  
Suite 505  
Honolulu HI 96813-4205  
Tel 808-949-4203  
Fax 808-955-4496  
[www.bgch.com](http://www.bgch.com)

**Board of Directors**  
Walter Guild, Chairman  
Christian Adams  
Danielle Aiu  
Michelle Nalei Akina  
Todd Apo  
Philana Bouvier  
Dylan Ching  
Scott Choi  
Mark Cochrane  
Forest Frizzell  
Art Gladstone  
Damon Gray  
Chip Hammond  
Chris Hause  
Peter Hirano  
David Hudson  
Keslie Hui  
John Katahira  
Robert Kurisu  
Nikki Moreno  
Bruce Nakaoka  
Daniel Nishikawa  
Nathan Okubo  
Nancy Pace  
Bonnie Pang  
Jeff Pauker  
Billy Pieper  
Steve Rodolfich  
Cindy Sakai  
Michael Taylor  
Michael Town  
Stacey Williams  
Donna Yano  
Brian Yoshii  
Darcie Yukimura

**Board of Advisors**  
Robbie Alm  
H. Mitchell D'Olier  
Cathy George  
Richard Gushman II  
Kevin J. Leary  
Mary Lou Lewis  
Ron Schmid  
Cynthia Schnack Lee  
Ronald Ward  
Aaron Young

**Founder**  
Charles C. Spalding

**President & CEO**  
Paddy Kauhane



- BGCH has the right to, and will, deny access to a child, staff member or volunteer with flu-like symptoms, which include, but are not limited to, fever, cough and body aches.

**Please understand that even with reasonable precautions in place, we are unable to guarantee there will not be exposure to COVID-19. We advise that you make any decisions for your family with this in mind.**

Boys & Girls Clubs of Hawaii is the only place that some of the families in our community can turn to when schools are closed. We are monitoring this diligently and will continue to operate as long as we are able to provide a safe environment for young people. As always, we place the safety of our youth and staff at the highest level. We will continue to update you as we know more.

As a reminder, we recommend these preventive actions every family should take to prevent exposure to COVID-19.

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Stay home when you are sick.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Follow CDC's recommendations for using a facemask:
  - CDC does not recommend that people who are well wear a facemask to protect themselves from respiratory diseases, including COVID-19.
  - Facemasks should be used by people who show symptoms of COVID-19 to help prevent the spread of the disease to others.
- Wash your hands often:
  - Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
  - It takes an average of 11.8 seconds to sing the entire *Happy Birthday* song, so if you sing it twice, that will ensure you've scrubbed long enough. This is a great method to share with children in your family. While this measure is simple, it is effective.
  - If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if hands are visibly dirty.
  - For more information about handwashing, see [CDC's Handwashing](#) website
- The CDC also provides [specific guidance for travelers](#).

**At this time, there is no evidence that children are more susceptible.** Children should engage in usual preventive actions to avoid infection,

including cleaning hands often using soap and water or alcohol-based hand sanitizer, avoiding people who are sick, and staying up to date on vaccinations, including influenza vaccine.

The National Child Traumatic Stress Network offers a [Parent/Caregiver guide](#) for COVID-19 with more helpful information for families.

Should you have any questions or concerns about this or any other matter, please do not hesitate to contact me directly. Our commitment to you and your children is unwavering.

Sincerely,  
Paddy Kauhane  
President & CEO