[](https://www.bentonfranklinwdc.com/)

March 17, 2020

Dear Tri-Cities,

The Benton – Franklin Workforce Development Council (BFWDC) is closely monitoring COVID-19, also known as novel coronavirus. As the situation evolves quickly, we have put together a list of resources available for those impacted. You can find out more by clicking [here](https://www.bentonfranklinwdc.com/covid-19). We commit to keeping our communities updated through our website and social media account, [Facebook](https://www.facebook.com/BFWDC/).

We encourage everyone to be aware of symptoms, how it spreads, prevention, stigma and the current status of COVID-19 through official channels. The BFWDC Board and Staff will continue to advocate on behalf of impacted businesses and works in Benton and Franklin Counties.

The health and safety of my employees, their families, and our community are of critical importance to me. We are following recommendations for social distancing and through careful consideration have decided that effective Wednesday, March 18th, 2020 our teams will work remotely and have rescheduled in-person meetings to conference calls/virtual meetings. Our tentative reopening date is Monday, April 6th, 2020.

We value our relationship and your partnership. We are committed to continue business during this unprecedented situation. Should questions or concerns arise, please do not hesitate to contact me or any of the BFWDC staff.

Tiffany Scott, CEO – [tscott@bf-wdc.org](mailto:tscott@bf-wdc.org)

Jan Warren, Fiscal Manager – [jwarren@bf-wdc.org](mailto:jwarren@bf-wdc.org)

Diana Hamilton, Workforce Programs Manager – [dhamilton@bf-wdc.org](mailto:dhamilton@bf-wdc.org)

Cynthia Garcia, Youth Initiatives Manager/EO Officer – [cgarcia@bf-wdc.org](mailto:cgarcia@bf-wdc.org)

Jamilet Nerell, Community Programs Manager – [jnerell@bf-wdc.org](mailto:jnerell@bf-wdc.org)

Becky Smith, Office Manager – [bsmith@bf-wdc.org](mailto:bsmith@bf-wdc.org)

Sincerely,

Tiffany Scott, CEO

Benton-Franklin Workforce Development Council

509-734-5993