To: Longs Peak Council Scouters and Families  
From: Council Key 3  
Date: April 29, 2020  
Subject: LPC Office Updates Regarding Coronavirus (COVID-19)

For the safety of our Scouts, volunteers, families, and employees the Longs Peak Council (LPC) shall support local government and community efforts to slow the spread of COVID-19. We have updated office operations due to the new safer-at-home order issued by the State of Colorado Governor Polis and stay-at-home recommendations by the State of Nebraska Governor Rickett. As this is an evolving situation, information is subject to change.

Please know that we are monitoring developments regarding COVID-19 both locally and through the Centers for Disease Control and Prevention (CDC).

**Scout Service Center Closures:**
The Farr Service Center (Greeley) and all council camp properties are closed until May 8, 2020. We are moving toward opening up with 50% of our employees being able to work at the Greeley SSC and implementing social distancing protocols of marking our offices and we will ask our employees and customers to wear facial coverings in this interim period of re-opening.

We will continue to share updates through email, social media and our council website as we make progress toward opening all of our offices soon.

The Reichenberg Family Service Center (Louisville) and the Lockwood Service Center (Scottsbluff, NE) will remain closed until further notice, but you can call or email Regina Swanson or Bryan Davidson, to arrange to pick up merchandise by curbside delivery only. Shipping is an option from the Louisville Store.

Contact Regina Swanson at Regina.Swanson@scouting.org in Louisville or Bryan Davidson at Bryan.Davidson@scouting.org in Scottsbluff, NE.

1. Unit Leader will email in their Scoutbook Advancement report or merchandise list to Regina, Bryan.
2. Please include contact phone number so that the LPC staff team member can contact you for payment information.
3. Customer Service Rep will contact Unit Leader for credit card information, ship to and bill to address, and verify the correct unit number along with the actual advancement needed.

**National Scout Shop (Loveland)**
The Scout Shop is closed to the public until further notice. While the Scout Shop is closed, leaders who need to purchase Rank advancement items or Scouting merchandise, should reach out to Regina Swanson at the Louisville Store.

**Additional Scout Services:**

1. If you have documents for processing (Youth Applications, Adult Applications, Eagle Applications, Advancement Reports) please email them to Dennisa.Prince@scouting.org
2. Any youth protection issues contact: John.Coleman@scouting.org
3. Any questions regarding the council “Spring into Scouting” product sale: Dawn.Baumgartner@scouting.org
The LPC is still here to support Scouting. Likewise, council governance will continue. While our offices are closed, our office staff is working from home and email is the recommended form of outreach with any questions. Contact information for administrative staff, district staff, and all other LPC staff is available from our council staff directory on the council website.

Summer Camping Programs:
This summer may not look like all the summers that have come before or any of the summers that will come after. What we do know is that camp plays a vital role in the lives of our Scouts and Scouters. At this time, we are taking steps to determine how we can best serve our Scouting community this summer. Our evaluation at this point is focused on:

- Based on orders from our local, state or federal government, will we be provided the ability to legally operate Summer Camp programs?
- The safety of campers, adults, and staff is the most important thing, can we operate Summer Camp programs that protect everyone involved?

As we look towards the summer, our thought process includes:

- Evaluating how we can offer our programming in new and innovative ways.
- Considering opportunities to serve our Scouting community in ways we have not previously considered.
- Amending our schedule and/or program plans that incorporate social distancing recommendations.
- Being creative to offer the camp experience to your Scout(s).
- If you have camping or registration questions, please email Jennifer.Ball@scouting.org

We will keep you notified as more information becomes available.

Keep Scouting Going!
We strongly recommend that districts, units, and council committees comply with the state orders and use technology to continue with as many of their normally scheduled meetings and events as possible through at least May 8, 2020. ZOOM is one FREE resource available for virtual meetings. The FREE option hosts up to 100 participants for up to 40 minutes.

Share your creative ideas on what you have done to Keep Scouting Going in your unit, so we can share with our Scouting community. We love to share ideas, such as how to conduct a virtual campout, with Scouting families and leaders. Please share your unique ideas to help other troops and packs Keep Scouting Going by providing information to your district staff whose emails are available in our council staff directory on the council website.

Community Service Ideas!
We have developed a list of community service ideas your youth and adult volunteers can deliver safely during these unprecedented times. Please visit our council website to visit this list.

Online Merit Badge University!
To continue Scouting activities. Visit our council website and Facebook page for details and ideas, as well as to sign up for online Merit Badge classes offered by the LPC.

We will continue to update you on relevant developments, and we appreciate your understanding of any necessary adjustments in the interest of health and safety.

Steve Olsen
Council President

Ed Gosnell
Council Commissioner

John L. Coleman, Jr
Scout Executive/CEO