



Chancery Bulletin - Vol. 5, No. 3.4 | March 24, 2020

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Officials

No officials this week.



Events

All events have been canceled until further notice. Please promote the [TV Mass](#) as you can using your parish website and social media.

Live Stream Schedule at diolc.org/live

Sunday Mass with Bishop Callahan – 9:30 a.m. Sundays

Sunday Mass in Spanish – 10:30 a.m. Sundays

Daily Mass (Monday-Saturday) from the Cathedral

Mass in English – 8 a.m.

Mass in Spanish – 8:30 a.m.

Please note that [live](#) and [prerecorded](#) Sunday Mass is available via diolc.org, the diocesan [YouTube channel](#), [Facebook](#), and televised on the following channels:

***Please note that the prerecorded Mass for this week was recorded before the present COVID-19 guidelines.**

Eau Claire, Channel 18, at 9:30 a.m. Sunday.

La Crosse, Channel 19, at 9:30 a.m. Sunday.

Marshfield (Public Access), Channel 989, at 10:30 a.m. & 5:30 p.m. Sunday.

Stevens Point (Public Access), Channel 984 at Noon and 5:30 p.m. Saturday.

Wausau, (Cable and Satellite), Channel 12 at 6:30 a.m. Sunday.

Wausau (Public Access), Channel 980, at 6:00 p.m. Saturday and 9:00 a.m. Sunday.

Wisconsin Rapids (Public Access), Channel 985 and Channel 3 at 6:00 a.m. and 1:00 pm. Sunday.

<https://diolc.org/tvmass>

We have a Spiritual Communion prayer available for posting and sharing. It can be found at diolc.org/spiritual-communion

Facebook Video Cohosting

We are using Facebook Cohosting to allow your parish Facebook to live stream the Mass from the Cathedral. If you have accepted the Cohosting relationship with the diocesan Facebook, you can also share the prerecorded TV Mass from your video library.

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Chancery Office

Chancellor Very Rev. William Dhein – 608.791.2655 | wdhein@diolc.org

No items this week.

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Office for Catechesis & Evangelization

Director: Ann Lankford – 608.791.2658 | alankford@diolc.org

For Parish Digital Communication

Prayer Needed during Challenging Times

Individual and family prayer are especially needed during challenging times such as these.

Parishioners are invited to download a simple Prayer Card from the following link:

diolc.org/prayer. Let us remember and be encouraged by these words from Scripture: “Cast all your anxiety on Jesus because He cares for you” (1 Peter 5:7).

Suggestions and discussion questions for Parents to Teach at Home

If you are looking for materials and/or ideas for parents to teach their children at home each week, [click here](#). Encourage parents to gather at the regular time for faith formation in order to stay on a schedule. Due to this short notice for cancellation, a handout has been developed for parents with simple discussion questions to use when going through a chapter of the textbook with their child. [Click here](#). Contact Ann for a word format. If your parish textbook has corresponding online resources, guide the parents there, when the website is easy to navigate. [Click here](#) for “Online Teaching Tips” for those catechists who have the necessary skills and resources. See the Youth Ministry section below for more ideas.

Small Groups via Online

These are difficult times, but check out the opportunities to stay connected as a parish community while growing in your relationship with Christ.

[“Go to Meeting”](#) is giving away free subscriptions for video conferencing, with full features for 90 days.

[ZOOM](#), an alternative video conferencing platform, has free video conferencing for 40 minutes.

Both platforms are user-friendly. Gather people online for a Bible study, book club or a Faith study discussion group. [Click here](#) for a listing of excellent resources.

Catechetical Leaders

With the free subscriptions for video conferencing (see above), which also includes dialing in on the phone, please continue (or begin) gathering at least once a month for deanery meetings. It is important to stay connected, pray together, discuss what is working to serve families at home and relate other needed information. Please let Ann know the date and time so that she can join these meetings in order that the Office for Catechesis and Evangelization knows how to best serve you. If you would like Ann to arrange the deanery meeting, please call 608-791-2656. During this difficult time, be vigilant with your daily prayer. Our relationship with Jesus Christ needs to remain first. Call Ann or Susan at any time. 608-791-2658

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Office for Communications

Director: Jack Felsheim– 608.791.2663 | jfelsheim@diolc.org

[USCCB resources for Prayer and Engagement during Coronavirus](#)

Many people are understandably experiencing uncertainty and anxiety due to the spread of COVID-19.

The severity of the situation has forced our leaders to make significant changes in our daily lives including suspending publicly celebrated Masses. Recognizing these changes likely leave us even more in need of God’s grace, The USCCB and other Catholic partners have generously made their resources available to support prayer during these difficult days.

Please use freely and share with others. A sense of community is of the upmost importance. We must encourage each other, take care of each other, pray for each other and stay connected to our Faith during this time of social distancing.

catholiccurrent.org/covid19

Diocesan Adoration page

Please check your parish entry on the diocesan adoration page: <https://diolc.org/eucharistic-adoration>. Given many schedule changes, verify that the listing we have for your parish is accurate. E-mail your changes to jfelsheim@diolc.org.

Setting up video messaging and conferencing.

If you are interested in sharing a video message on your parish Facebook and need some help,

feel free to contact the Office for Communication. We will do our best to help get your message posted. Your people like to hear from their pastor.

Livestreaming Mass can be found here – diolc.org/live
Facebook Live – facebook.com/diolc/videos

Visit and use the Facebook [Diocesan Social Media Group](#) to share ideas, find articles to post and ask for or offer help to other group members.

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Office for Consecrated Life

Director: Sr. Donna Krzmarzick, ISSM – 608.791.2690 | dkrzmarzick@diolc.org

No items this week.

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Office for the Diaconate

Director: Deacon Kevin Ray – 608.791.2665 | kray@diolc.org

No items this week.

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Office for Marriage & Family Life

Director: Dan Kitzhaber – 608.791.2673 | dkitzhaber@diolc.org

For Clergy and Marriage Ministers:

Access to marriage preparation online resources

The webpage for clergy and marriage ministers is now accessible from the Office for Marriage and Family Life page under Marriage Preparation or here: diolc.org/marriage/marriage-preparation/marriage-preparation-for-ministers/ One new item worth highlighting is the chronological marriage preparation checklist that can be accessed [here](#).

For Parish Digital Communication:

Free Online Couple Retreat: Watch these four short videos, together with your spouse, about the virtues that help us keep sanity in our life: Prudence, Justice, Courage, and Temperance. These habits help you mature as persons, grow in holiness and strengthen your marriage. To access this free program, click this link. the-virtues.net/online-free-program/

For Parish Digital Communication:

Free Online Theology of the Body program: Spend some family time together with your teens learning how you are “Called to be More” a [BONUS 5-WEEK FREE TRIAL](#) online Theology of the

Body curriculum by Ruah Woods Press.

For Parish Leaders:

Tell the stories in your church – Invite your families to visit and spend some time in church. Provide a “self-guided tour brochure” to help them identify saints, images and uncover the sometimes hidden meanings of the art & architecture in your parish church.

For Parish Leaders:

Engaged retreat rescheduling –In response to COVID-19 restrictions, some upcoming Married Love: Two Becoming One retreats for engaged couples may need to be rescheduled. Please consult the Marriage Preparation webpage on diolc.org

For Parish Leaders:

Resource to Equip Parents to Address Pornography

UNFILTERED is a video based workshop for parents to foster an ongoing dialogue about the dangers of pornography within families. Video can be viewed at: covenanteyes.com/prepare-family-world-without-filters/

For Parish Digital Communication:

Integrity Restored Podcast addressing pornography

[Why Don't We Talk About Porn](#) Jim O'Day shares why porn is so pervasive, even among those who know the harm it causes. In this intriguing conversation, Jim shares why the problem of porn is ignored in churches, communities, and the mainstream media, plus what you can do about personal struggles regarding sexual integrity.

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Office for Ministries

Director: Christopher Ruff – 608.791.0161 | cruff@diolc.org

Lay and Deacon Formation adapting for COVID-19

St. Anthony's Spirituality Center has closed until at least mid-April, so instruction is going online. All students have been notified and instructors are preparing video lectures and emailing handouts.

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Office for Missions

Director: Fr. Woodrow Pace – 608.791.2676 | wpace@diolc.org

Reminder: MISSION CO-OP PROGRAM 2020: The mission appeals for the summer 2020 are fast approaching. We appreciate the recent correspondence from the international priests finalizing the application for your home dioceses and religious orders. The roll out of the assignments for missionaries and pastors has begun. It is a complicated process as communication begins and weekend dates for the appeals are negotiated and set. Thank you for your patience and

persistence. The Mission Co-op Program is unique in that it helps our parishioners come to know in a personal way through the missionaries, the life and needs of the Catholic Church and her ministry around the world. A note to pastors and appeal organizers: once you have mutually finalized the dates for the appeal, please let us know by [e-mail](#) or phone call. Our records help us answer questions and follow up once the appeals are complete. May God inspire generosity and multiply the good accomplished by our gifts. Travel of missionaries: We are blessed to have mission representatives for most dioceses and religious orders living and working in the United States. However, there are some who come from abroad in order to conduct the mission appeals. Since the spread of the Coronavirus is now affecting airlines and country borders with official closings, we will try to stay in contact with those traveling. There may be last minute changes as a result, so please bear with us as we try to make the Mission Co-op Program the best experience possible.

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Office for Pontifical Ceremonies

Director: Michael Haight – 608.791.2697 | ceremonies@diolc.org

No items this week.

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Office for Sacred Worship

Director: Christopher Carstens – 608.791.0161 | ccarstens@diolc.org

Celebrating Holy Week Liturgies without a Congregation

The Holy See has issued [general guidelines](#) for the celebrations of Holy Week and the Triduum amidst the COVID-19 pandemic. More specific guidelines will be sent from the Office for Sacred Worship in next week's Chancery Bulletin to pastors to help them celebrate as fittingly as possible Palm Sunday, the Mass of the Lord's Supper, Good Friday, and the Easter Vigil with no or minimal participation by the faithful.

Virtual Parish Mission for Holy Week and Easter

Most of the faithful will likely be unable to participate in the Holy Week and Triduum liturgies this year because of the restrictions resulting from the coronavirus outbreak. However, the good news is that these sacred events will still be celebrated locally and around the world. Jesus and his Paschal Mystery will be in our midst, and his saving grace will be available to us.

To help the faithful share in this grace, every day from **Monday, March 30**, through **Thursday, April 2**, Christopher Carstens will offer a **Virtual Parish Mission** that uncovers Easter's powerful mysteries. We will travel with Christ from Ash Wednesday through Palm Sunday and look especially at the Triduum's Mass of the Lord's Supper, Good Friday liturgy, and Easter Vigil. In the course of this journey through the highpoint of the Church's sacred year, we will also consider what divine life in God looks like during the Easter season to Pentecost—and beyond.

Participants can join the mission live stream beginning at 2 p.m. Central Standard Time on each of these days (March 30—April 2) at [facebook.com/AdoremusSociety](https://www.facebook.com/AdoremusSociety), or after watch on-demand. See the same link for more complete information.

[Novena to St. Roch – from Catholic Life](#)

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Office for Safe Environment

Director: Teresa Brown – 608.791.2679 | tbrown@diolc.org

DIocese OF LA CROSSE GUIDELINES FOR REPORTING INSTANCES OF CHILD ABUSE

The Diocese of La Crosse, through its [policies and procedures](#), seeks to provide a prompt, appropriate and compassionate response to reporters of sexual abuse of a child by any diocesan agent (bishop, priest, deacon, employee, religious, vendor or volunteer). Anyone wishing to make a report of an allegation of sexual abuse should send that report to Mrs. Karen Becker, Complaint Intake Agent, at the Diocese of La Crosse, P.O. Box 4004, La Crosse, WI 54602-4004. Alternatively, you can contact Mrs. Becker at 608.791.0179 or intakeagent@diolc.org. The reporting form is available through the Diocese of La Crosse Office of Safe Environment or on the diocesan website at: diolc.org/safe-environment/reporting. **Individuals are also encouraged to take their reports directly to civil authorities.** Copies of the diocesan policy are available through your local parish and on the [diocesan website](#). If you have any questions about the Diocese of La Crosse and the implementation of the *Charter for the Protection of Children and Young People*, please contact Teresa Brown, Diocese of La Crosse, at 608.791.2679; or tbrown@diolc.org.

Without a doubt, all of our home, work, school and spiritual lives have been altered the past two weeks and will continue to change for who knows how long. With that said, I am still working on Safe Environment reports. There are several parishes that have not made the March 1 deadline and need to turn in their report. Many have reached out to me asking for an extension, but most have not. I am also missing school reports. We will still be required by the USCCB to turn in our reports for 2019-20. If you have not turned in your report, please contact me so we can work together to get it completed. PLEASE, reach out to me and I will help in any way I can.

April is Child Abuse Month. At you school, parish or home, create a “blue ribbon tree” and encourage children and adults to tie a blue ribbon around a specific tree in honor of child abuse prevention. Make a pinwheel garden or wear BLUE on April 2 to show your support.

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Office for Catholic Schools

Superintendent: Thomas Reichenbacher – 608.788.7707 | treichenbacher@diolc.org

No items this week.

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Office for Social Concerns

Director: Christopher Ruff – 608.791.0161 | cruff@diolc.org

For Your Parish Bulletin:

COVID-19 Prayer and Action – News & Ideas

The Social Concerns landing page is being updated with news and suggestions for the faithful, in terms of both prayer and loving action, as we navigate the challenges of COVID-19. Visit diolc.org/social-concerns.

COVID-19: A Prayer of Solidarity

For all who have contracted coronavirus,

We pray for care and healing.

For those who are particularly vulnerable,

We pray for safety and protection.

For all who experience fear or anxiety,

We pray for peace of mind and spirit.

For affected families who are facing difficult decisions between food on the table or public safety,

We pray for policies that recognize their plight.

For those who do not have adequate health insurance,

We pray that no family will face financial burdens alone.

For those who are afraid to access care due to immigration status,

We pray for recognition of the God-given dignity of all.

For our brothers and sisters around the world,

We pray for shared solidarity.

For public officials and decision makers,

We pray for wisdom and guidance.

Father, during this time may your Church be a sign of hope, comfort and love to all.

Grant peace.

Grant comfort.

Grant healing.

Be with us, Lord.

Amen.

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Attention Pastors, Deacons and Parish Respect Life and Social Concerns Representatives - ***Walking with Moms in Need: A Year of Service***

The USCCB has asked all dioceses to participate in a nationwide effort called Walking with Moms in Need: A Year of Service, taking place from March 25, 2020 through March 25, 2021. The USCCB is developing educational, pastoral, prayer and action-oriented resources for parish use, such as the following:

- Tools for documenting an inventory of local resources for pregnant women in need;

- Ideas for improving parish (and deanery) responses;
- Prayers for building a culture of life and a civilization of love;
- Resources for reflecting on the teachings of *Evangelium Vitae*, *Evangelii Gaudium*, and *Laudato Si*.

These resources will include homily helps, suggested prayers, bulletin inserts, and more. All of these will be posted online.

The diocesan contact for *Walking with Moms in Need* is Chris Ruff, Director of the Office for Ministries and Social Concerns. He will be working closely with the Office for Marriage and Family Life, Catholic Charities, and the network of Deanery and Parish Social Ministry and Respect Life representatives to adapt and advance this initiative in the diocese and be a support to parishes. To learn more about this national initiative, visit walkingwithmoms.com.

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Office for Stewardship & Development

Director: Jeff Reiter – 608.791.2653 | jreiter@diolc.org

UPDATE - Electronic Giving option for your parish: We now have electronic offertory processing for all parishes in place. Parishes that do not already have e-giving options will be given priority. If you are interested in a parish specific encrypted page that will be on the diolc.org domain, please contact us at your earliest convenience.

In the next few days, we will be contacting all parishes and or priests to ensure that online e-giving capabilities are functional and accessible.

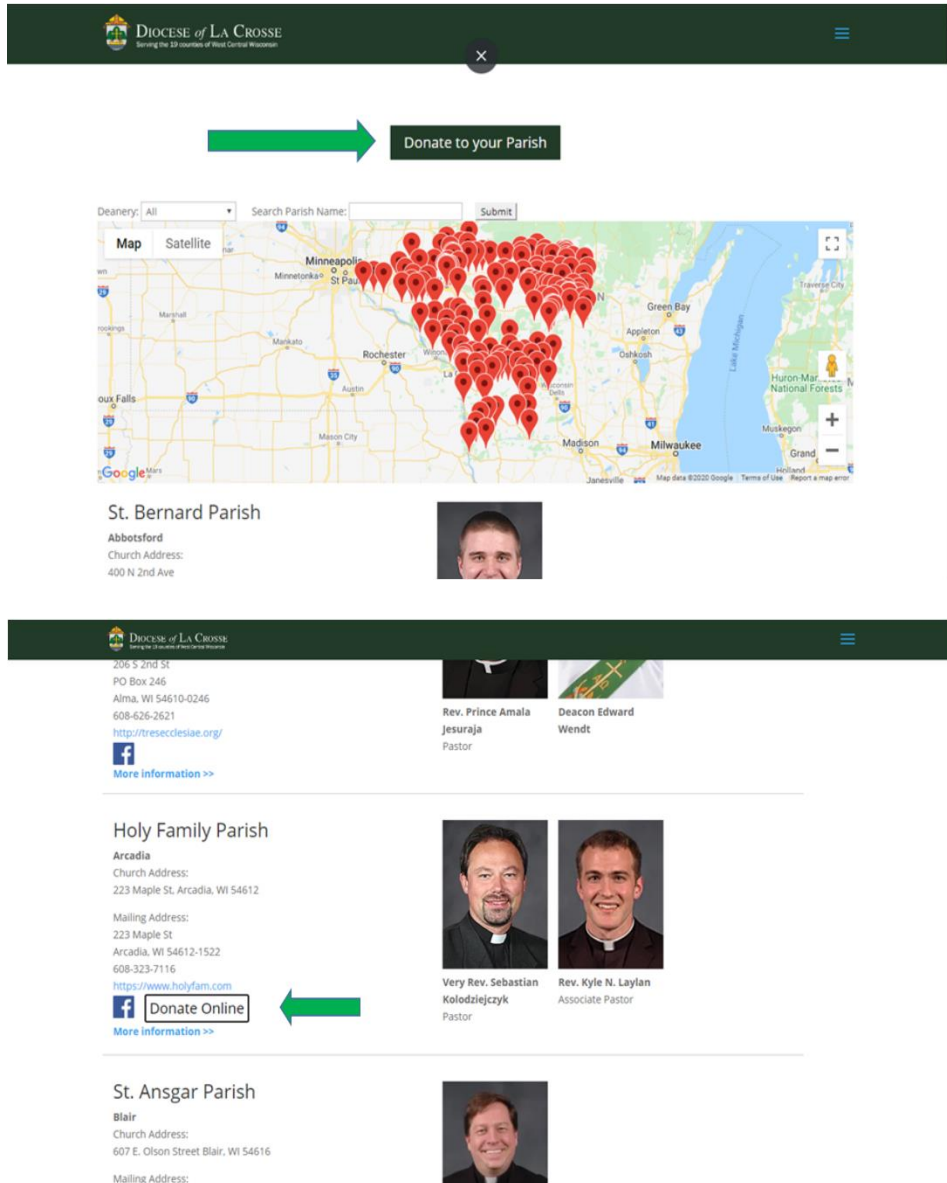
Once we have your account up running, we will send you your link you can post it to your website or parish Facebook.


- Parishioners will have two options for making a single gift or setting up a reoccurring donation which they can end at any time.
- The Curia Finance Department will process a single check to your parish once a week with a report of parishioners and the parishioners' gross funds received. The gross amounts are the entire contribution that you will add to your Parishsoft records for that parishioner. The parish will be responsible for including the funds on the parishioners' Parishsoft profile and include the proceeds on the parishioners' annual tax statement. This process will allow your parish to process the gift information as you currently do not have any other plate or electronic offertory channel. The recording and depositing of these collections should mirror the process as if an envelope came through the plate collection. We will include their parish of registration if there is one. If they are not your registered parishioners, they should be listed as a "contributor only." If they are non-registered anywhere, it is an excellent time to reach out and stress the importance of registering for your parish.
- We will deduct the processing fees, roughly 3%, on average. The Curia offices will

not charge a processing or handling fee at this time. Our fees may change as we move beyond the pandemic and ascertain the level of effort that is required from us to ensure timely processing. We will notify you of any fee changes before we implement them.


We have also added and are adding links on the [Diocesan Parish page](#), the most visited page of diolc.org. We have a form that lists all 159 parishes so every visitor can support their parish.

As people scroll down to a specific parish, the donation link becomes specific to that parish. The link will take the person to the parish's electronic giving page, whether that is a diolc.org-hosted page or not. You can see the button in the following three images as you would if you drilled down to a specific parish.






Diocese of LA CROSSE
Serving the 12 Counties of West Central Wisconsin

Holy Family Parish
 Deanery: Arcadia
 Phone: 608-323-7116
 Email: secretary@holyfam.com
 Website: <https://www.holyfam.com>


[Donate Online](#)

Physical Address: 223 Maple St, Arcadia, WI 54612
Mailing Address: 223 Maple St Arcadia, WI 54612-1522





Eucharistic Adoration:

We must reiterate our mission every time we ask people to invest with us, as it is the mission their funds are supporting. Remember the adage; without a mission, there is no money, and if there is no money, there is no mission.

Mind, Body, and Soul, we are made in the Image of God, the Father, Son, and Holy Spirit. Staying Connected during these times is the utmost of importance for the spiritual, physical, and mental well-being of the church. We need to be providing fresh and relatable content to our parishioners. The messaging does not to be original, though wherever possible, that is better received; Nor does it need to be of professional-quality production, a simple message is find.

There are many channels through which people communicate these days, and many more things are competing for their time. Whether you forward a post or email you saw, or post a selfie-style picture with a positive and prayer thought, or smartphone video of Mass, praying the Liturgy of Hours, the Rosary, or just a friendly greeting; communicating and connecting with the people of God is vital for our parishes to remain balanced and healthy.

Now more than ever, it is time to break through our old fears, habits, and biases to try something new and different to meet parishioners where they are. If we do not stay connected, they, and we, will be lost. To assist you in your communications, we are working on gathering and centralizing a repository of strategies, tips, and sources for your parish communications. This page is to aid you, your parish, and your parishioners to connect and deepen your relationship with each other and bring each of closer to the Lord.

You can find this repository at diolc.org/media-resources. Check back frequently, as we will continuously be updating.

Live Streaming Mass diolc.org/live

This past weekend we had more than 10,000 viewers through Facebook, and YouTube who watched Bishop Callahan as he celebrated Mass live from the Cathedral on Sunday.

Our Diocesan Live Stream Schedule:

- Daily English Mass: 8:00 AM live from the Cathedral
- Daily Spanish Mass: 8:30 AM live from the Cathedral
- Sunday English Mass: 9:30 AM live from the Cathedral
- Sunday Spanish Mass 10:30 AM live from the Cathedral

We also have other diocesan parishes and other Catholic Mass times and sources available on diolc.org/live.

TV Mass

Also, please be sure to list TV Mass on your parish communications. You can find the times and channels of your locality at diolc.org/sacredworship/televised-mass/. Our TV Mass is one of our most significant and far-reaching ministries, with more than 7,900 households watching each weekend. TV Masses can also be found on our [Diocesan Facebook](#) and [YouTube channel](#).

If your parish does your own live streaming of Masses or prayer activity, e.g., the Rosary, Stations of the Cross, Adoration, or Liturgy of the Hours, etc., please let us know so we can invite others to participate.

Both the Live streaming and TV Mass are supported in part by the Diocesan Annual Appeal.

[The Church is Open — The Building is Closed](#) – article

7 PRACTICAL STEPS FOR GOING DIGITAL

With the recent health scare and temporary church closures, many church staffs have an immediate need for enhancements to their Church's digital strategies.

As we saw the wave of church videos posted online this past weekend, we were seeing some missed opportunities while pastors and church leadership scramble to prepare for Sunday. We put together seven practical steps your church and the digital team can use during this time.

[LEARN MORE >>](#)

Reminder: Diocesan Annual Appeal, out of sensitivity parish needs during the current situation; we will delay our next mailing until our communities have had time to process the current environment. Our next mailing was to be in mailboxes the Friday before Holy Week. The target audiences vary by where your parish in comparison to your goal.

If you are at or above your parish goal, we may only mail those who invested last year but have not yet invested this year. (LYBUNTS). If you are below your target, we will be mailing to all those we have registered in your parish and have not given yet this year, whether they have invested in the past or not. (SYBUNTS and Never/New). If your parish would like to include or write their letter to parishioners, please let us know. We will work with you, and the timing as

things becomes more evident.

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Office for Temporalities

Diocesan Finance Officer: James Reider – 608.791.2668 | jreider@diolc.org

403(b) Retirement Plan

For those affected employees who temporarily have reduced hours (less than 20 hours/week), they should remain in the plan, and contributions should continue based on their actual pay during this time. They would be treated similarly as the school teachers who do not have hours during the summer.

For those who temporarily have no hours and are not receiving any pay, they should be placed on a temporary leave of absence (not noted as terminating employment). They just simply will not receive any contributions during this time since they have no income.

Catholic Unemployment Pay Program (CUPP)

CUPP issued a notice on March 23, 2020 to address policy clarifications related to the COVID-19 epidemic. [Click here](#) for the notice.

Basic Life Insurance – Lincoln Financial Group

[Click here](#) for a summary of Lincoln's position on the application of the actively at work requirement and premium payment grace period for group insurance policies in light of the COVID-19 pandemic.

Eligibility Threshold for Health Insurance

St. Ambrose has received questions from both parishes and schools regarding the matter of employees having their hours reduced during this COVID-19 crisis, and the concern of employees falling below the benefit eligibility threshold of 30 hours per week.

It is the interpretation of SAFS that a temporary reduction in hours does not mean the person immediately loses eligibility for the plan. It remains to be determined, at this point, what temporary means and it seems prudent to revisit this matter again in early April. SAFS has requested of our provider their interpretation on this matter and SAFS will communicate their response when received.

Additional questions have been presented regarding positions which are exempt/salaried employees. Does this impact their benefits? Again, it is the interpretation of SAFS that a temporary reduction in hours does not mean the person immediately loses eligibility for the plan.

There is additional consideration with the reduction of hours regarding exempt/salaried

employees. The Fair Labor Standards Act states exempt/salaried employees must earn a minimum of \$684 per week (\$35,568 annually) to maintain exempt status. The calculation for this minimum requirement is based on a look-back period and is a temporary situation, therefore no action is required. If temporary becomes a longer period of time, then additional review would be required.

The Emergency Paid Sick Leave Act and The Emergency Family and Medical Leave Expansion Act

Congress passed and signed into the law by the President two acts to assist covered employees with paid sick leave and family medical leave. The Office of the General Counsel of the USCCB has provided summaries for these two acts. [Click here](#) for The Emergency Paid Sick Leave Act and [click here](#) for The Emergency Family and Medical Leave Expansion Act. The Diocesan Attorney provided a summary of the HR 6201 (Families First Coronavirus Response Act). [Click here](#) for the summary of HR 6201. After reading the material for HR 6201 you will find that determining eligibility for our employees is difficult. Reimbursement for qualified payments to employees will be offset (reimbursed) through a payroll tax credit refund of the employer portion of FICA and Medicare payments. Any questions regarding the HR 6201 eligibility and application should be directed to James Reider and Father William Dhein for parishes, and Thomas Reichenbacher for schools.

There are additional posting requirements. Employers must post a Secretary of Labor-prepared poster for HR 6201 rights in a conspicuous place in the workplace. These posters should be available by March 25, 2020. Please email or mail a copy to those employees who are working from home or are no longer working.

Catholic Mutual Group

Catholic Mutual has received numerous inquiries from our membership regarding coverage and risk management for the COVID-19 outbreak. Please [click here](#) for their communication of current coverage.

With the COVID-19 pandemic, many employees will be working from home. As you know, worker's compensation coverage is in place with Church Mutual Insurance Company, and this coverage does extend to employees working from home for injuries which arise in the course and scope of their employment. Not all injuries at home will be compensable under worker's compensation. For instance, if an employee is making lunch and cuts a finger on a knife, this would not be compensable under worker's compensation. Another example of a non-compensable injury would be a trip or fall in the garage while taking out the garbage. Both of these, and similar injuries, are examples of non-work-related accidents that would be denied. However, when in doubt, always err on the side of caution and report the injury.

Employees who believe they have suffered a work-related injury while working at home must immediately report that injury to their supervisor. After the injury is reported to the supervisor, either the supervisor, the injured employee, or, preferably both, need to report the injury to Church Mutual using the Church Mutual Nurse Hotline at (844) 322-4662 to ensure proper treatment is sought in light of the climate in which we are currently living. [Click here](#) for the

Church Mutual Nurse Hotline Instructions Flyer.

[Click here](#) for Employers First Report of Injury form which needs to be completed and emailed to Kris Twining (ktwining@catholicmutual.org), who will assist you in tracking the claim.

Tech Resources

[LogMeIn/GoTo](#) is offering free for 90 days' emergency remote work kits to those who need them. GoToMeeting, GoToWebinar, and LogMeIn Pro are some of the services they are offering. GoToMeeting would allow you to host virtual meetings with up to 300 participants. GoToWebinar would allow you to host a virtual meeting with up to 3,000 attendees. LogMeIn Pro would allow you to log in to your work computer from home.

Through one of our partners, we can place a bulk request for our parishes. Nick Lichter has started out by requesting a few GoToMeeting licenses and a LogMeIn Pro license. Please note, requests will take a couple of days for LogMeIn to fulfill. Please let Zach Tudahl know if you need a license of any of these products, or you may request licenses yourself at gotomeeting.com/work-remote

Zoom.us also offers free licenses for virtual meetings lasting 40 minutes or less. Currently, if you are a K-12 school, you can request that Zoom remove the 40-minute limit if you contact them with a school email account. For parishes without a school, you can get discounted rates through Techsoup.org
support.zoom.us/hc/en-us/articles/360041264451-K-12-School-Time-Limit-Removal-Request-FAQ

[Mailchimp](#) is a tool parishes can use to send bulk email messages to their parishioners. Mailchimp is free for those sending to 2,000 recipients or less.

Please remember every parish has MyParishApp, which can be used to communicate with your parishioners.

Youtube Live Streaming is an effective way to post live video to your parishioners. Many parishes are using this to post daily and Sunday Mass.

<https://support.google.com/youtube/answer/2474026?hl=en>

*In order to stream to YouTube live from your phone app, you need at least 1,000 subscribers to your channel. You can do it with a computer or webcam without 1,000 subscribers... just not your phone.

Facebook Live is another effective means to live stream to your parishioners. Please note that there were issues streaming to Facebook this past Sunday.

<https://www.facebook.com/facebookmedia/blog/tips-for-using-live>

If you have any other needs or questions, feel free to contact Zach Tudahl.

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Office for Vocations

Director: Fr. Alan Wierzba – 608.791.2667 | awierzba@diolc.org

No items this week.

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Office for Vicar for Clergy

Director: Msgr. David Kunz – 608.791.2689 | pboyle@diolc.org

No items this week.

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Office for Youth & Young Adult Ministry

Director: Christopher Rogers – 608.791.2652 | crogers@diolc.org

Resources to Minister from Home

Please see the [attached letter](#) and [document providing resources](#) and support as you navigate your ministry through these challenging times. Please know that our office is always here to assist and support you.

Adventure Camp

Here are the dates for Adventure Camp this summer! We hope that you will bring a group and join us. This is for youth in grades 6-12. To register and get more details, please visit:

diolc.org/yya/youth-opportunities/adventure-camp/

Week 1 – June 21-26, 2020 Week 2 – June 28-July 3, 2020 Week 3 – July 19-24, 2020

Here is the diocesan Facebook link to this event.

<https://www.facebook.com/events/2278171182482792/> Please share this on your parish Facebook.

LifeTeen Catholic Youth Ministry Convention Scholarship

Over the last several years, through a generous grant, people from our diocese who work with young people have been able to attend this convention for free. There are a few more scholarships available for the convention that will be held June 7-10, 2020. If you have not attended this convention, or know of someone who has not attended this convention, please email Andrew Brueggen, our LifeTeen Area Coordinator at youthdir@stpatsonalaska.com.

Durand Deanery Youth Rally

This is an awesome annual event put on by the Durand Deanery. It will be held Sunday May 3, 2020 at St. Henry Parish Center in Eau Galle. Click [HERE](#) for more information!

Franciscan CORE University

Franciscan CORE is a five-day summer service camp offering education, experience, and

reflection on Catholic Social Teaching themes and principles using a Franciscan lens. Each day will include prayer, intentional learning, interaction with leaders in the field, direct service, and time to process experiences. Click [HERE](#) for more information.

NET Retreats

The NET Team will be in our diocese October 29-November 10, 2020. More details are coming soon, however, if you would like to reserve a date, please contact our office ASAP as dates will fill up fast.

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