



Date of Incident	11-09-2020
Prepared By	Felicia Howell
Property	Bromley House
Time of Incident	10:25:00
Location of Incident	Bromley D building

Description of Incident
I received an email from Cordia on Saturday and read it Monday morning upon my return to work. The email was informing me that Mrs. Angela Branch of apt D203 was positive Covid. She started quarantining.
Corrective action taken at the time of the incident
Contacted Brian Kroker so restore core could come out and clean.
What we have done related to Customer Service and helping the resident, if anything?
Emailed and sent letters out to the residents.
Witnesses names and phone number
N/A
Is criminal activity involved
No

