

Welcome to the Bacchus Management Group Employee Support Site
Bienvenidos a la página de ayuda para empleados de Bacchus Management Group

This is a resource for employees of Pizza Antica, Spruce, The Village Bakery, The Village Pub, Selby's, Mayfield Bakery & Cafe, and The Saratoga.

Este es un recurso para empleados de Pizza Antica, Spruce, The Village Bakery, The Village Pub, Selby's, Mayfield Bakery & Cafe, y The Saratoga.

Per the directives of the Counties of San Francisco, San Mateo, Marin, Contra Costa, and Alameda, a "Shelter-in-Place" order has been issued effective 12:01am Tuesday March 16, 2020 that requires all non-essential businesses, including restaurants, to close effective immediately. We are following the guidance of county health officials who currently advise this order will last three weeks, we will contact you to when we have more information on reopening the impacted businesses.

Por la dirección de los condados de San Francisco, San Mateo, Marín Contra costa and Alameda se ha emitido una orden "Shelter in Place" efectivo martes 16, 2020 a 12:01am. Esto requiere que todos los negocios no esenciales (restaurantes) cierren efectivo inmediatamente. Estamos siguiendo la guía de oficiales de salud del condado que actualmente nos avisan que esta orden durara tres (3) semanas, nos comunicaremos con usted cuando tengamos más información sobre de la reapertura de los negocios afectados.

Due to the closure, all employees will be furloughed and eligible to apply for state leave and unemployment programs effective immediately. Paychecks through your last shift worked will be mailed out this week to the address we have in Paycom.

Por razón del cierre, todos los empleados serán suspendidos y serán elegibles inmediatamente para aplicar por programas estatales que proveen asistencia por ausencia y desempleo. Sus cheques de sus últimas horas trabajadas se le mandaran por correo esta semana a la dirección que tenemos en Paycom.

Have Questions? Please call our employee support hotline at **800-712-8108** or email us at hr@bacchusmanagement.com. We are available Monday through Friday 9 am to 6 pm to answer questions and assist with filing for state programs, and Paycom access.

*¿Tiene preguntas? Por favor llame a nuestra línea de apoyo **800-712-8108** (si respondemos **en español**) o nos manda un email a hr@bacchusmanagement.com Estaremos disponibles de Lunes a Viernes 9 am a 6pm para responder sus preguntas y asistirle con aplicar a los programas del estado y acceso a Paycom.*

Employee Resources *Recursos Para Empleados*

- Log into your Paycom account on the App or at www.paycomonline.com to access important documents, payroll history, tax information and to make sure your address and phone number are correct so we can stay connected
- Apply for state programs based on your personal situation, including State Disability (if you are sick), Paid Family Leave (if you are caring for a sick family member) or Unemployment (if you are laid off and do not qualify for one of the other programs.) at www.edd.ca.gov
 - o Note that Paycom has all the payroll records, notices and employer information you need to file
 - o *Entre a su página de Paycom en la aplicación o computadora www.paycomonline.com para acceder a documentos importantes, historia de pago, información de taxes, y para asegurarse que su dirección y teléfono estén al día para mantenernos conectados.*

- *Aplique para programas estatales basados en su situación personal, incluyendo Discapacidad de estado (State Disability) si usted esta enfermo, Ausencia Familiar Pagada (Paid Family Leave) si usted tiene que cuidar por un miembro de su familia que está enfermo) o Desempleo (si esta despedido y no califica para los otros programas) valla a <https://edd.ca.gov/>*

Medical Insurance Provider *Aseguranza medica*

- Kaiser www.kp.org

Additional Resources *Recursos Adicionales*

- State of California
 - FILE YOUR CLAIM HERE: Employee Development Department www.edd.ca.gov
 - Labor Board Leave Chart <https://www.labor.ca.gov/coronavirus2019/#chart>
 - State Resources <https://business.ca.gov/coronavirus-2019/>
 - CA Health Department
<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/ncov2019.aspx>
 - State Resources in Spanish:
https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCoV2019_Spanish.aspx
- County Resources
 - Santa Clara County
 - Health Department <https://www.sccgov.org>
 - <https://www.sccgov.org/sites/phd/DiseaseInformation/novel-coronavirus/Pages/COVID-19-Guidance-031320.aspx>
 - Santa Clara Resources in Spanish
<https://www.sccgov.org/sites/phd/DiseaseInformation/novel-coronavirus/Pages/info-span.aspx>
 - San Francisco County
 - Health Department <https://www.sfdph.org>
 - County resources for the uninsured call: 311
 - Marin County
 - Health Department <https://www.marinhhs.org/>
 - San Mateo County
 - Health Department <https://www.smchealth.org/>
 - Contra Costa County
 - Contra Costa County Coronavirus Call Center: **(844) 729-8410**
 - CCC Alerts <https://www.contracosta.ca.gov/CivicAlerts.aspx?AID=2180>
 - County Health Department <https://www.coronavirus.cchealth.org/>
 - CONTRA COSTA YOUTUBE CHANNEL <https://www.youtube.com/watch?v=BVp5t5-TS8&feature=youtu.be>
 - CCC Coping with Stress
 - English <https://www.coronavirus.cchealth.org/coping-with-stress>
 - CCC Helping Children Cope
<https://www.cdc.gov/childrenindisasters/es/helping-children-cope.html>

- CCC Spanish <https://cchealth.org/coronavirus/pdf/COVID19-Info-for-People-with-Disabilities-es.pdf>
- Federal Center for Disease Control (CDC)
 - <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>
 - <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/caring-for-yourself-at-home.html>
 - <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms-sp.html>
 - <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission-sp.html>

We realize this news is very sad and puts us all in very difficult positions, but our collective safety must be put first so that the best outcome can be reached for our communities as quickly as possible. You can help by following shelter-in-place mandates, staying connected (at a distance) with coworkers, friends and loved ones, and caring for yourself.

Entendemos que estas noticias son bien tristes y nos pone a todos en una situación muy difícil pero nuestra salud colectiva se tiene que poner primero para poder alcanzar el mejor resultado para nuestras comunidades. Usted puede ayudar al seguir las órdenes del condado, mantenerse conectados (por teléfono no en persona) con compañeros, amigos, familia y cuidarse a usted mismo.

We will see you soon *Los veremos pronto*