

Coronavirus and KCPSRS Business Continuity Plan

At the Kansas City Public School Retirement System (KCPSRS), we have been closely monitoring the spread of the coronavirus (COVID-19). We are following guidance provided by the Centers for Disease Control and Prevention (CDC), the [World Health Organization](#) (WHO) and [local health officials](#).

Our top priorities are to ensure uninterrupted retiree monthly benefits and continuous member services to all our members, and to ensure effective management of System assets. To this end, KCPSRS has a business continuity plan to help ensure restoration of critical processes in the event of a significant business disruption. Additionally, we are implementing precautionary measures to safeguard the health of our employees and our members. Key features of the business continuity plan and precautionary measures include:

- Equip essential staff to work from remote sites, if necessary
- Data backup and recovery
- Review cross-training to ensure adequate staffing and service for members
- Employee safety and emergency communications/notifications
- Build awareness of recommended basic hygiene practices
 - Stay home if feeling ill and avoid contact with others who are ill
 - Clean and disinfect frequently touched objects and surfaces
 - Wash hands often with soap and water for at least 20 seconds – [CDC guidelines](#)
 - Avoid touching eyes, nose, and mouth
 - Cover cough and sneezes with a tissue and dispose of tissue in trash
 - Avoid physical contact when greeting – safe greetings include a wave, a nod or a bow

While the outbreak has not impacted our office, we are actively monitoring developments related to COVID-19 and are proactively prepared to take further steps should the situation require. The health and well-being of our members and employees remain top of mind.

Additionally, the investment markets are reacting to the uncertainty of how the novel coronavirus will impact the U.S. and global economies. Our professional investment managers are continuously evaluating potential developments and will navigate through the current market environments. While market losses are painful, we want to emphasize to all our members that KCPSRS has a diversified investment portfolio that is managed with a long-term outlook. Current retirees can also take comfort that KCPSRS has plenty of liquid assets to continue paying monthly benefits. Your KCPSRS benefits are secure.

We remain confident in our ability to provide our members with a high degree of service and to operate effectively even in these stressful times.

We wish everyone good health and will work to keep you informed as the situation evolves.

Sincerely, on behalf of the KCPSRS Board and staff,

Christine Gierer
Executive Director