



A COVID-19 update from P&A

by Jon Sevenker

Out of an abundance of caution for the health and safety of our clients, team members, and community, we have taken several steps to protect you and ourselves from the spread of the novel coronavirus that causes COVID-19. In taking these actions, we are maintaining the same level of service, functionality, and attention that you've come to expect from P&A.

Last week, we made the decision to split our office, with roughly half working from home, while the other half were in the office. This week, we switched rotations. At this point, we'll likely stick with this rotation for the next couple of weeks, at least. We've all worked in a remote environment since 2015, even while in the office, so we are accustomed to accessing our systems in this manner.

Additionally, we have been utilizing Join.Me, a videoconferencing system, to hold virtual meetings with existing clients, prospective clients, and each other. If you prefer to meet in the office, we kindly ask that you call ahead or set up an appointment. This will allow us to ensure there aren't other clients in the office at the same time.

If you have traveled in the last 7-10 days, have a cough, cold, fever, or are sneezing, we ask that you consider connecting with us via phone, email, or Join.Me. We are asking the same from our team members and have taken additional steps daily to sanitize our work areas and the office.

If you have a check you want to deposit to your account, you can utilize [Schwab's Mobile Deposit](#) feature or mail it directly to Schwab at this address. Please note your account number on the check's memo line:

Charles Schwab & Co., Inc.
PO Box 982603
El Paso, TX 79998

One last note: over the last week or so, we've experienced intermittent issues with Verizon mobile phones being unable to reach our office. Other businesses have expressed similar issues. If you are a Verizon mobile phone customer and can't get through to 402-328-8800, try us at 1-800-597-1588.

Clearly, this is an evolving situation and our protocols may become more restrictive or loosened as time goes on.

For the last 25 years, P&A has guided our clients through many market environments, both good and bad, by sticking to our disciplined investment process. As a result, we have become a trusted and essential partner in our clients' financial lives. While we work through this period, please reach out to us if you have questions or concerns.

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