

DEPARTMENT OF THE ARMY HEADQUARTERS AND HEADQUARTERS BATTALION, I CORPS JOINT BASE LEWIS-MCCHORD, WASHINGTON 98433-9500

AFZH-G2-LCC 20 March 2020

MEMORANDUM FOR RECORD

SUBJECT: Closure of the JBLM Language and Culture Center for the CORVID-19 pandemic.

- 1. The JBLM Language and Culture Center (LCC) will cease operations in the Clark House on 23 March, 2020. Classes will be continue via telework for the foreseeable future. All classes scheduled to begin between 23 March and 15 May 2020 will go forward as telework. The LCC and G2 will assess the situation regarding the virus for classes planned to be conducted after that date.
- 2. Students in these classes will need to have internet access and provide a Skype ID to facilitate conferencing. Classes will begin at 0900 PST and continue until 1200hrs. There will be a break from 1200 to 1330 and classes; class will then resume and continue from 1330-1630. Students should expect to operate as if they are in a regular classroom setting. The instructor will call out to them via Skype each session; however, students are asked to provide telephone contact information in case of technical difficulties. Each student will also be provided their instructor's Skype ID.
- 3. To join these classes, please request admission through the "contact" page on the LCC website, http://www.jblmflc.com/ or by emailing SSG Justin Mull at justin.a.mull3.mil@mail.mil. Any questions may also be directed to these points of contact, or the I Corps CLP Support contractor, Dan Foster at daniel.t.foster.ctr@mail.mil.

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