

COVID-19 INFO

COCHRANE TEMISKAMING RESOURCE CENTRE

To: All Staff
From: Daniel Roy
Subject: Covid-19 response
Date: April 20th, 2020

“WASH YOUR HANDS, PHYSICALLY DISTANCE, STAY SAFE”

- ✓ **Effective today we have isolated staff to one employer. The residential Supervisors are working to update the schedule.**
- ✓ **CTRC grocery shopping will be done by grocery store employees and the orders picked-up and delivered by CTRC staff to the homes.**
- ✓ **The Infant and Child Development Program Facebook page to connect parents with resources is at <https://www.facebook.com/CTICDP/>.**
- ✓ **Isolation carts with Personal Protective Equipment have been delivered to all 10 homes ahead of any individuals presenting with Covid-19 symptoms and isolation protocols being initiated.**
- ✓ **We have received feedback that some individual have difficulty recognizing staff with cloth masks. This may also be an issue when we face full isolation.**
- ✓ **We are asking residential staff to take a picture and e-mail it to hr@ctrc.on.ca or at 705-288-2652. A laminated badge will be made and returned to the employee.**

Respectfully,

Daniel Roy
Human Resources Director

Cc Darren Renaud, L664 President
Cindy McQuarrie, OPSEU Regional Representative
Sarah Cashabec for Board Distribution
HR for web posting