

# COVID-19 INFO

COCHRANE TEMISKAMING RESOURCE CENTRE

**To:** All Staff  
**From:** Daniel Roy  
**Subject:** Covid-19 response  
**Date:** March 27<sup>th</sup>, 2020

The CTRC Management Team has met. The following is communicated:

**PLEASE NOTE:**- Any CTRC staff, known to the Employer as having been tested for possible Covid-19 have all had results come back negative. We will work to ensure a safe return to work.

- ✓ **All individual residents are well and no one is exhibiting concerning symptoms.**
- ✓ **Consequently no PPE's should be used when working with healthy individuals. Please conserve the PPE's in the event we have an individual become ill and needing to be quarantined. This is as per Public Health direction.**
- ✓ **Efforts to limit residential staff and client contact with the outside world continue. Thanks to all the volunteer shoppers.**
- ✓ **Continue your personal wellness checks.**
- ✓ **Note that management will suspend daily communications this Saturday and Sunday. However, we all remain in touch and will meet if required to respond to any Covid-19 update.**
- ✓ **Please remember that the most important actions we can take are to wash our hands regularly and maintain social distance.**
- ✓ **Stay well everyone: rest, eat well, get fresh air in your yard and be mindful of physical distancing**

Respectfully,

A handwritten signature in blue ink, appearing to read "Daniel Roy", with a long horizontal flourish extending to the right.

Daniel Roy  
Human Resources Director

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