

COVID-19 INFO

COCHRANE TEMISKAMING RESOURCE CENTRE

To: All Staff
From: Daniel Roy
Subject: Updates
Date: August 11th, 2020

“WASH YOUR HANDS, PHYSICALLY DISTANCE, STAY SAFE”

The CTRC Management Team continues to meet to discuss any care and support issues in this Covid-19 Period.

- ✓ We are expanding and modifying the staff silos. Part-Time and Relief Staff will be allowed to work within the “geographic area” of their assigned homes (by Supervisor).

Staff assigned to Colette, Ginny or Tammy may work at Government, Forest, Blahey, Bonaventure, Phillip and Grace.

Staff working for Joanne or Rhonda may work at Lawrence, Malette, Earl and Dixon.

- ✓ We continue to have staff working or volunteering with ONLY ONE employer. That siloing requirement has not ended in the congregated care sector.
- ✓ The pandemic pay is scheduled to end August 13th. We have not received any further communication from the Ontario government. If we do, we will be sure to share it.
- ✓ Pass-Port workers are resuming their one-on-one activities. Any Relief Passport worker also working as a Relief ARC or RC in a residential setting on the same day (2 distinct shifts), is required to have a change of clothing and change before reporting to the second shift.
- ✓ Residential Supervisors will be considering and planning with staff community outing with individuals in the residential setting.

However, each outing needs to be reviewed and a risk assessment completed ahead of the outing. These outings need to be planned in advance and discussed with a Supervisor during normal business hours. Calls for planning outings will not be accepted by the Supervisor on Call.

- ✓ **Residential vacation requests, not part of the submitted vacation on yellow form, will require 2 weeks of notice as was our practice prior to Covid-19.**

Respectfully,



Daniel Roy, Human Resources Director

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