

Executive Director's Report – September 2018

1. Residents

- a. 3 residents currently in the hospital
- b. 2 residents passed away

2. Waitlist

- a. We've created a new waitlist document in Excel that makes tracking status and changes much simpler. This will help facilitate the upcoming conversations we will be having over the next 12-18 months.
- b. We will soon begin allowing people to say 'No' to the offer of a suite one time.
- c. There are currently 100 people on the waitlist

3. AHS

- a. Our new case manager has started. It was a challenge to keep up with everything during the interim, but with her now on site and here full-time, we hope to establish good rapport and teamwork.

4. Projects

- a. Centre Wing courtyard concrete work is complete.
- b. While Sonnema concrete was here, I asked them to repair the significantly deteriorated garden box and surrounding walls, which has been breaking down for a long time now.
 - i. **MOTION: That the Board approve the amount of \$8,909.25 be pulled from the Contingency fund to cover the concrete work completed in front of the West Wing entrance.**
- c. Work on the West Wing stairwells and lighting upgrade is ongoing. More to report next month.

5. Life Lease Committee

- a. See the portal for our committee meeting notes.
- b. I'm meeting with Jim Hummel next week to discuss the considerations that our residents will have when reviewing this option.

6. Budget/Finance

- a. Work is underway for our 2019 budget planning.
- b. Group Benefits Plan review is scheduled for Sept 26
- c. Wage review is underway

7. Cannabis Policy

- a. I am working on our policy around cannabis consumption and use, for both residents and staff.

8. Communications

- a. We will be sending out our Fall newsletter, and the majority of the content will be rolling out our plan and scheduling for the new wing, how the waitlist will be managed, and what people can expect as far as communication from us.

9. Other

- a. Mark your calendars! Christmas Craft Sale will be held on December 8th here at Emmanuel Home