

## Staff meeting - February 1, 2018

**Darren** welcomes everyone and says a word of prayer.

**Expansion Update** – Starting in the beginning of April we should be ready to start working on the new edition. They will start by fencing the whole perimeter and then start the digging.

- The residents in the East Wing parkade will not be able to park in the parkade for approximately a year. In the summer it won't be bad, but it will be harder for them in the winter.
- Staff that work on Sundays might have to park on the street instead of the parking lot. This will give people that go to Trinity Church some parking spots. Stay tuned for further instructions.
- There will be 50 new suites added on. 30 2 - bedrooms and 20 one - bedrooms. They hope to be done in the fall of 2019.

**West Wing Stairwell** - The painters will start to paint in the West Wing stairwells on February 5, 2018. Staff is going to be happy to see normal colours.

**Race** - We are talking about doing a race again on May 26. If anyone is interested in putting a team together, please let Maria know.

**Employment Standards** – The August long weekend will no longer be a paid stat holiday. You will still be able to use vacation time take it off, but it will not be a paid stat holiday. There have been lots of changes made to the employment standards this year.

- Darren will email the resources to everyone, we should all familiarise ourselves with it.
- If you have any questions regarding this issue, please see finance.

**Staff Emergency Contacts**- There is a binder in Sonja's office on the top shelf called Staff Emergency Contacts. If there is an emergency with one of the staff and you need their contact information, AHC number it's all on there. If you have had an address change, cell phone, or your contact information has changed, go and see Sonja so you can update your information.

**Mail Box** – everyone's **T-4** are now in their mailboxes.

**Staff Updates** – Vicky Tetz is expecting, baby is due in early August 2018.

- Tini Oort is our new **Resident Support Coordinator**. She will be visiting with residents who need a little TLC. Like residents with dementia and some of our DAL residents who don't get out of their room. She will be working with Donna, Aria and Sonja to see she can help with.

- Clarence Toornstra is no longer employed at Emmanuel Home. If you are asked about it, just say 'that discussion is between Emmanuel Home and Clarence', and leave it at that. If anyone has an issue, they are encouraged to go see Darren.