

Wendy Shaw

From: Terri Gray
Sent: May 15, 2020 12:08 PM
To: Wendy Shaw; Randy Brown
Subject: FW: CLOC Update ob COVID-19 to Board of Directors
Attachments: COVID 19 - March 20 2020 Employee Update.doc

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From: Jean-Claude Legault <jclegaultbd@gmail.com>
Sent: March 20, 2020 8:56 PM
To: Mackenzie Moreau <mac.moreau@live.com>; Joel Yelle <joel.yelle@rbc.com>; Krystal Manitius <kmanitius.law@gmail.com>; Ed Farragher <ed_farragher@hotmail.com>; Wayne Klinowski <klinowskis@rogers.com>; Kay Corbier <Kay.Corbier@durhamcollege.ca>; Frank Cormier <frank@frankcormier.ca>; Amanda Willett <amandawillettproductions@gmail.com>; Amber Derby <Amberderby100@hotmail.com>; Patrick Grist <p.grist@rogers.com>
Cc: Terri Gray <tgray@communitylivingoc.ca>; Janice Dewland <jdewland@communitylivingoc.ca>
Subject: CLOC Update ob COVID-19 to Board of Directors

Dear Board members,

As I explained in my message to the Board on March 18, I attended today by conference, a meeting with Janice and senior managers, Doris, Randy and Craig to obtain the latest information regarding CLOC initiatives and processes regarding the COVID-19 situation and it's impact to services and the organisation.

This is a summary (my own notes) of that meeting :

- 1- A CLOC update on COVID-19 was sent to all employees today, a copy of which is enclosed to this email. I am confident that it is very thorough in all areas of the business and organisation, covering practical precautions and mitigation of risks in order to try to keep everyone safe and maintain essential services in place.
- 2- There are no COVID-19 cases in CLOC.
- 3- There a few employees who have decided to proceed to self isolation due to increased personal anxiety, but the HR situation is well covered with no threats to the required level of staffing in group homes or wherever it may be needed for essential service continuity.
- 4- There have been no layoffs.
- 5- There is no further closures, other then the activity centres. Group homes remain functional with safeguards explained in the document, 39 Wellington remains open with very limited access, and strict procedures for those who need to enter .

6- There is continuous communication with the Ministry and other Community Living organisations.

7- There has been a webinar by the senior team with CLOC's legal advisors today, which ensured that satisfactory processes are in place in that regard.

8- Terri Gray should return to work Monday, from home, as she will be in 14 days quarantine. I should attend another planning meeting shortly after she returns, unless there is an urgent need to me to so before.

9- I intend this weekend to compose a letter from the Board, in particular to employees and front line workers as encouragement and appreciation for what they are doing during this extremely difficult period. I will send a draft of the letter to each of you to adjust as needed and return to me before I finalize it and sent to Terri for distribution to CLOC.

I have been able to talk to some of you, and have left messages for others for personal contact. I continue to urge you to send me an email or call me if you have need for clarification or have concerns regarding this or my March 18 email.

Best regards and wishes of well-being to you and your families,

Jean-Claude (JC) Legault
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