#### July 8, 2022

Dear Residents, Families, & Staff:

Please note that one of our Leadership Team members is on duty each weekend as well as New Year's Day, Memorial Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving and Christmas. The Directors are on site approximately 4 hours each day of the weekend or holiday to visit all areas of our campus and to engage with staff, residents and visitors. The timing of their presence on campus may vary and they are not expected to be in their offices; thus, they may not be checking emails in a timely manner. They do check in and check out with the Front Desk Receptionist. If an issue should arise where a resident, family member or staff member wishes to contact the Director on Duty, please call the Front Desk Receptionist and provide contact information. The receptionist will call the Director on duty regarding the issue, and the Director will follow up using the provided contact information. This structure has been in place since January of 2022, and feedback has been positive from the residents, families, staff and the directors.

## <u>COVID-19</u>

Currently, there is one positive COVID-19 Care Center resident on isolation. In Residential Living, there are 7 residents positive and on quarantine and 2 residents on modified quarantine due to exposure. There are no employees who are positive or at home on isolation at this time.

## **Hallway Closures**

On Thursday 7/14 and Friday 7/15 the hallway from the former Gift Shop to the new auditorium will be closed for demo of the existing ceiling and the application of spray foam insulation to the underside of the roof decking. The hallway will be reopened on Friday 7/15 at 4 pm. All residents and staff will need to use the lower hallway during these closures. Directional arrows will be posted to assist with navigation.

#### **Full Count Informational Sessions**

The Full Count portal for meal balances and monthly statement charges is now in effect. There will be two resident informational sessions on the system next Thursday and Friday at 2:00 pm in the auditorium. You will receive a card with your username and password to access the portal when you arrive to the session. There is no sign up necessary to attend.

## New Home for our Human Resources Department

Effective Friday 07/08/2022, please note that the Human Resources offices are relocating from Apartment G-205 to the administrative wing of the new construction, behind the new auditorium. We are thrilled that our staff will get to share in our newly constructed space. We will be hosting an open house in the new space soon!

# **Construction**

The roofer continues to replace the old roof over phase 2 areas. Insulation is still being replaced underneath the roof deck. As the insulator finishes areas, overhead duct, sprinkler, and plumbing rough ins are beginning. Some key walls are being framed to allow install of the new kitchen hood and prepare for walk-in coolers. In order that demolition and insulation can be done, periodic hallway closures continue around the work areas during the work day. In order to keep the hallways open as much as possible, any work that can be conducted safely with the halls open will also continue, so you may see people working in these areas when halls are not closed as well.

Best regards, Maureen