

## Memo

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**To:** All Employees of Empower Simcoe  
**From:** Claudine Cousins, CEO  
**Date:** August 7th, 2020  
**Regarding:** Next phase of reopening

Empower Simcoe continues to actively manage our operations during the ongoing COVID-19 pandemic. As Ontario has entered Phase 3 of reopening, Empower Simcoe is actively planning for the next phase of reopening. This will include transitioning employees to the office who are working remotely, reopening our administrative sites, and expanding our service delivery models.

In the coming weeks, we will provide further details regarding our transition plan and the next steps for reopening. Management will be in touch with all employees, families, and people we support, and stakeholders to provide further details.

Recently Empower Simcoe received guidelines from the Ministry of Children, Community and Social Services and the County of Simcoe to assist us as we proceed with our reopening strategies within our Community Support Services and EarlyON Child and Family Centres. Within the next couple of weeks, communication will be going out to individuals and families who access these services.

There is updated information from the Ministry of Children, Community and Social Services; Resuming Visits in Congregate Care Settings, allowing prearranged indoor and outdoor personal visits. For more information regarding preparation for and arranging of visits with loved ones, please contact the Program Supervisor.

As we begin to transition into the next phase, and before any return to work onsite or resumption of face to face services, all employees will be provided with COVID-19 Health and Safety Orientation. Empower Simcoe will continue to ensure the appropriate Infection Prevention and Control measures are in place at all times by completing risk assessments and developing safety protocols for our employees. Empower Simcoe continues to work in collaboration with Public Health Professionals, the Ministry of Children, Community and Social Services, the Ministry of Health, and the Ministry of Labour.

As the COVID-19 outbreak evolves across the province, and in our community, the direction regarding service delivery will be revised as appropriate, keeping the safety, health, and emotional well-being of people we support and staff as the priority.