



**Alberta Health
Services**



WEST COAST
SENIORS HOUSING MANAGEMENT

Memorandum

Date: May 8, 2020

To: Employees of Millrise Seniors Village

From: Nicholas Thain, Senior Operating Officer, Alberta Health Services
Rachel Lewis, West Coast Seniors Housing Management

RE: Operation Management of Millrise Seniors Village

Dear Valued Employees of Millrise Seniors Village,

By now, you would have heard that Alberta Health Services ("AHS") was appointed the administrator of Millrise by Alberta Health. During this appointment, AHS has the full power and authority to manage the operations of Millrise. AHS has in turn delegated on site management responsibilities to AgeCare over the day to day operations of Millrise. AHS' appointment as administrator was taken to ensure the health and safety of residents, especially during the global COVID-19 pandemic.

Our mutual goal is to stabilize the Millrise site in terms of staffing and quality of care. Millrise employees will report into AgeCare and AHS, working collaboratively in achieving this goal. In the best interest of all residents and staff, we ask that all employees work closely and cooperatively with AHS and AgeCare.

To streamline management during AHS' appointment, Rachel Lewis – Senior Director, Clinical Quality & Performance will be the liaison between West Coast Seniors Housing Management and AHS.

During this time, all existing employees will remain employees of Millrise. There are no changes to your employer, your collective agreement, compensation, or benefits.

AHS and AgeCare have the authority to make changes to any aspect of operations including adding and replacing staff in the normal course of business and in the best interest of the residents. This is no different than before, in that good management will make decisions in the best interest of Millrise residents and staff.

We look forward to a productive collaboration between Millrise, AHS and AgeCare. If you have any questions, please feel free to ask Amy Good with AHS (amy.good@albertahealthservices.ca), or Brenda Huband with AgeCare (bhuband@agecare.ca).

Thank you and stay safe!