

---

---

**WESTMINSTER CANTERBURY WEEKLY SUMMARY–OCTOBER 7, 2021–3 P.M.**

---

---

**Employee Christmas Fund**

The Employee Christmas Fund Committee invited our Engineering team to perform this year’s ECF song along with Dr. Bill Blake.

**DIVERSITY ADVISORY COUNCIL UPDATE**

**Windley Gravatt**

As part of Westminster Canterbury Richmond’s diversity, equity and inclusion (DEI) efforts, an employee-led Diversity Advisory Council was established and began meeting in late March. This is one of several initiatives undertaken to ensure we have a solid, long term approach to DEI. All the divisions of our workforce have representation on the council, which includes 14 staff, one Corporate Board Trustee and two members of our Workforce Services team. The council is led by Chair Annette Foster from Dining, with other members taking the lead on various assignments as needed.

The council has been researching and self-educating on all topics relevant to DEI. We identified a set of achievable goals, including reviewing current practices related to recruitment and the interview process, identifying areas that should include a multicultural lens, building awareness of different religious holidays and broadening communications efforts so that all employees are informed and feel a stronger sense of belonging.

This type of work is ongoing. It is a large and constantly evolving subject. Our workforce has undergone a series of trainings and workshops at various management levels that address Leadership in the 21<sup>st</sup> Century. 120 randomly selected employees participated in a workshop on Creating Sensitivity in the Workplace. This series of coursework was established in partnership with the Community College Workforce Alliance to learn more about facilitating organizational change and leading diverse teams. Council members were educated on what diversity is, what conscious and unconscious biases may influence a person and how to begin looking at our community through a broader lens.

**Veronica Merriman**

Veronica is a member of the Diversity Advisory Council. She provided additional information on the work of the council.

After the Listening Sessions held last summer for employees to share concerns with management, the comments expressed by staff needed to be addressed. We want to ensure each employee feels they have a voice. The overall goal of the council is to create a more diverse, inclusive and equitable place to work and live for all members of the Westminster Canterbury community. Ways to achieve this goal will include providing education and training, sharing information that is vital to making changes and regularly reviewing progress.

One of the initial efforts the Diversity Advisory Council undertook was addressing Westminster Canterbury’s recruitment process by determining if diversity-related questions are part of the initial prescreen. Council members researched what other comparable organizations do. After much discussion, the council obtained permission to add a short series of interview statements and questions to all Westminster Canterbury

recruitment phone screens. In addition, four council members have been trained on asking these DEI-related questions and are now part of each interview panel.

We embrace the diversity of our workforce and build awareness and interest in the traditions and holidays of different cultures. Each month we publish information about different holidays to inform coworkers. We address different topics in our employee newsletter, *InTouch*, such as teaching about belonging in our Child Development Center; and creating opportunities for coworkers to exchange ideas, share dialogue and even collaborate to form movie-watching groups that meet and critique the films.

We are looking at ways to ensure a broader representation of our incredible workforce in videos, photos, on social media and other communication methods to represent this diverse, equitable and inclusive culture and a greater sense of belonging. We will continue doing our part to make Westminster Canterbury an even better place to work.

## **PROMENADE AND PARKING DECK PARTNERS**

### **John Burns**

Today we introduced several of our project partners who will be with us throughout the Promenade renovation, Parking Deck construction and the remainder of the *Vibrancy!* project.

### **Mark Hillard**

Mark is the Senior General Superintendent with Gilbane Building Company. His current focus is the Parking Deck. This is his 502<sup>nd</sup> Parking Deck project.

### **Ed Pinkerton**

Ed is the Superintendent with Gilbane Building Company. His current focus is the Promenade renovation and expansion. He will be part of the upcoming *Vibrancy!* projects and also worked on the Spiritual Center construction.

### **Wayne Willett**

Wayne is a Project Engineer with Henderson Incorporated who will be working on the Parking Deck and Promenade projects.

### **Bryant Wilson and Sarah Morgan**

Bryant and Sarah are part of the JLL (Jones Lang LaSalle) team, the Project Manager for the Promenade, Parking Deck and *Vibrancy!*. They oversee the planning, design, construction, schedule and budget for the project. They maintain contact with outside contractors and vendors. and update the Westminster Canterbury team.

### **Jason Collins**

#### *Facilities Updates*

On Thursday, October 14, at 9 a.m., we will conduct power washing of concrete surfaces and mechanical cleaning of the overhead awnings on all entrances (Tower, Center, Avalon, Child Development Center and Garden). We will be closing the individual entrances one at a time for one to two hours each. Thank you for your patience as we conduct this work.

On Friday, October 15, at 1 p.m., we will close the Tower Entrance to seal the stamped concrete surface. The sealant has worn away in some areas. To ensure the life of the stamped concrete from cracking, it must be properly sealed every two to three years. The sealing will take approximately four hours. The entrance will remain closed to vehicles overnight and reopen early Saturday morning. This will allow the sealant to properly

cure. It can be walked on after approximately two hours. The Brown Garden and the West Tower entrances will be used during this time for access to the Tower. There will be signage redirecting vehicle and foot traffic.

## **Debra Jacobsen**

### *Salon Services*

Over the last few months, many have voiced concerns about inconsistencies with appointment scheduling in the Salon. The Salon staff, both new and longtime, understand your concerns and are working to meet your needs. Thank you for your patience as new staff is oriented and schedules are finalized to best meet resident requests. If you have questions or suggestions, please contact Debra at 264-6032 or [djacobsen@wcrichmond.org](mailto:djacobsen@wcrichmond.org). Thank you for your patience.

### *Shops on Main*

The Shops on Main are being refurbished and painted with bright and beautiful colors. As of today, meetings with the Shops chairs have begun to determine how we can safely reopen the shops soon. Stay tuned for more information. A chair for the Treasure Chest is needed. If you are interested in hearing more or helping, please contact Penelope Saffer or Kathy Morton. There are long-term Treasure Chest volunteers who will be returning, but a new chair is needed.

## **Lynn McClintock**

### *Pastoral Care Updates*

The October Prayer Booklet is available. If you are interested in using this daily outline for prayer and reflection, please contact Vanessa Perry at 200-1502.

Dr. Brian Blount, President of Union Presbyterian Seminary, assisted by Rev. Clay Macaulay, will be leading worship on Thursday, October 14, at 10:30 a.m.

## **John Burns**

### *Coronavirus Updates*

Over the weekend we learned of positive cases of COVID-19 in children in our Child Development Center. Due to this, our Pre-Kindergarten classroom is closed until October 18. Six children and two teachers in the Child Development Center have tested positive for COVID-19. We are not aware of any cases in our residents. A total of four employees tested positive and are recovering at home.

The Centers for Disease Control and Prevention (CDC) positivity rate for Henrico County is currently 5.76%, a decrease from previous weeks. Our area is still considered to be in a high level of transmission.

We are working toward a clinic for COVID-19 booster vaccines for Independent Living residents and staff on Tuesday, October 26. We will share more details about the schedule and registration process in the coming days and weeks. 71 Assisted Living residents received booster shots earlier this week.

### *Vibrancy!*

Construction continues on the Parking Deck and the Promenade renovation.

Next week, beginning Monday, October 11, there will be a road closure near the Parking Deck construction location. Residents should not be greatly impacted, but we do want you to know what is going on.

Near the Child Development Center and The Gables and Monticello entrances, the traffic pattern will change to allow for the tie-in of new storm piping. Child Development Center parents will be dropping off and picking up

their children near the Avalon entrance. Please expect some additional traffic outside the Avalon screening location. Residents who might normally pick up their spouses at the Child Development Center entrance will need to use another location for drop off and pick up.

Please avoid this area as much as possible, but if you do need to drive to the Child Development Center entrance, please be extra cautious and follow the temporary new patterns. There will be delivery and contractor traffic in this area.

*Fire Alarm Testing*

Our Security Team will test the fire alarm horn volume in the Courtyard on Monday, October 11, at 3 p.m. The alarm will sound for one to two minutes while they gather decibel level readings.