

## **IT Information:**

**Pulseway:** All except 3 of the NPHF PCs, laptops are now covered and connected to Pulseway. When completed all units will be monitored and all will be protected by Kaspersky Endpoint AV.

### **Microsoft Office:**

There has been a delay in upgrading to Office 365 due to the delay in getting a replacement Visa card. The card should arrive any day now and roll out should proceed quickly after its arrival.

### **General:**

Rebuilt and reconfigured 2 more older Windows 7 Computers and upgraded them to Windows 10 at no cost for licenses.

We have determined that we have about 6 older Windows 7 PCs in the Foundation that will need to be upgraded. We also have 2

Assisted multiple users with computer related issues. The new switch was installed Hines Creek and now the security cameras and printers are all working without conflict.

We have ordered and will be installing a new upgraded manageable VPN Router at the central office. This will allow us, when needed, to set up a VPN between all our facilities and central office. It will also increase the level security against hackers and malware attacks.

We are looking into resolving networking and wireless issues at Heritage Tower Lodge.

## **Communication Information:**

Tammy Menssa and I had the last of the tenant's meetings in Hines Creek on February 5<sup>th</sup>. Hazel Reintjes attended as well.

Continued with responses to comments and questions on Facebook.

Coordinated with Tammy Menssa and Hazel Reintjes in response to a newspaper article in the Mile Zero News regarding the CAO position.

Had direct meeting with a tenant from Garden Court regarding perceived issues with her and other tenants.

I am speaking with a family member of a tenant at Homesteader Lodge who is also a member of the tenant and family association. Tammy, Clayton and I are working on a resolution to her concerns.

Held a service training session with staff from Homesteader lodge. Subjects included perceptions of seniors and line staff's integral role in improving the day to day engagement with our clients. Staff were left with "homework" on information about NPHF, the lodge and lodge programs.

A service training session is also being held Thursday, March 28<sup>th</sup>, at Harvest Lodge and tentatively scheduled for Manning on April 17<sup>th</sup>. Details of both sessions will be provided at the board meeting.

STEP Student ads for Summer Employment placed. Also, Billboard ad for Garden Court placed.

## **Garden Court / Homesteader & Lodge Promotion results**

### **January 2019 - Promotion Expenses: Total for Month: \$1537.28**

Garden Court - \$74.39, Self Contained (Seniors Apartments and Community Housing) - \$306.02, Lodges - \$1156.87

#### **Move Ins:**

Garden Court – 0, Self Contained (Seniors Apartments and Community Housing) – 1, Lodges - 7

### **February 2019 - Promotion Expenses: Total for Month: \$4252.51**

Garden Court - \$650.39, Self Contained (Seniors Apartments and Community Housing) - \$381.02, Lodges - \$3,221.10

#### **Move Ins:**

Garden Court – 4, Self Contained (Seniors Apartments and Community Housing) – 3, Lodges - 5

### **Summary: Total Promotional Expenditure of \$5789.79**

Garden Court – Spent \$724.78 with **4 move ins**

Self-Contained – Spent 687.04 with **4 move ins**

Lodges – Spent \$4377.97 with **12 move ins**

**Each resident in a lodge as of February 28 results in a LAPP Grant of \$4828.95 per year in addition to rental income.**

## **Trade Shows**

We are booked for the Peace River Trade Show at booth 54 on April 5<sup>th</sup> and 6<sup>th</sup> as well as the Manning Trade Show on April 26 and 27. The Manning trade show will be staffed by Del-Air Lodge