

Ministry of The Attorney General
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Regional Municipality of Durham
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Ministère de la Procureure générale
Administration des tribunaux
Municipalité régionale de Durham
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MEMORANDUM

TO: Lt. Col. Samuel S. Sharpe D.S.O. MP Courthouse CEMT
Matthew McGavock, Policy and Program Analyst, OCJ Office of the Chief Justice
Grace Morrison, OCJ Regional Manager
Justice Participants
Lt. Col. Samuel S. Sharpe D.S.O. MP Courthouse. Oshawa, Ontario

(Note: Please share this memo with relevant staff, justice participants and stakeholders)

FROM: Rebekah McNeill

DATE: June 2, 2020

RE: Update on COVID-19

I am writing to all Ministry of the Attorney General staff and stakeholders of the Lt. Col. Samuel S. Sharpe, D.S.O. MP Courthouse to share some information with you out of an abundance of caution.

On Monday, June 1, 2020, the following situation was brought to my attention. A person who works in the Lt. Col. Samuel S. Sharpe, D.S.O. MP Courthouse reported having seasonal allergies and a sore throat to their manager. The employee was immediately sent home and advised to call Public Health. The person sought medical advice from the Public Health Unit and will be tested for COVID-19 this morning. The person is currently self-isolating pending test results and will not return to work until cleared to do so. Once the test results for this person are known, I will share this information with you.

Management has consulted with Durham Region Public Health Services, which has advised the ministry that no additional precautions are necessary at this time. Enhanced cleaning of the courthouse has been in effect since mid-March and continues daily. We continue to practice social distancing and hygiene practices to reduce the chance of transmission within the courthouse.

As a reminder, the proper hygiene protocols include the following:

- wash your hands often with soap and water
- sneeze and cough into your sleeve
- avoid touching your eyes, nose or mouth
- avoid contact with people who are sick

- stay home if you are sick.
- stay at least 2 metres from others

I understand that this situation may cause you concern. Your health and safety are of the highest priority. If you have concerns, or if you are in a high-risk group as identified by the Ministry of Health, you are encouraged to use the online self-assessment tool <https://covid-19.ontario.ca/self-assessment/> and to discuss any concerns with your manager.

Should you or anyone in the workplace experience symptoms, please contact a health care provider or Public Health immediately and advise your manager. If necessary, Public Health will advise the Ministry on next steps.

For more information, please visit the Ontario COVID-19 website:
<https://www.ontario.ca/page/2019-novel-coronavirus-2019-ncov#section-6>

Thank you for your understanding and take good care.

Sincerely,

Rebekah