

# ***“For Your Information”***

(A periodic publication by Sherwood Oaks Executive Director, Annette McPeek)

**February 23, 2021**

## **Maintenance and Marketing Changes**

Due to lower occupancy and increased costs due to the COVID-19 pandemic, Sherwood Oaks and other facilities within UPMC Senior Communities will be taking steps to reduce expenses.

Effective February 27, 2021, the Director of Facilities and Marketing Coordinator positions will be eliminated. As you know, Greg Holt and Donna Fasone have been great assets to our community for many years. Their contributions and interactions with staff and residents will be remembered.

As we transition job responsibilities:

- Maintenance related items may be directed to Gary Whoric, Maintenance Supervisor, at ext. 8599.
- Touchtown and weekly bulletin items may be directed to Tabby Alford, Executive Assistant, at ext. 8460.
- Marketing questions may be directed to John Sterling at ext. 8544.
- Dining Services will handle mail delivery beginning March 1. Delivery days will be Mondays and Thursdays. Call ext. 8234 with questions.

Any change is difficult, but I am confident Sherwood Oaks will remain strong and will continue to provide exceptional services to residents.

You are welcome to call me at ext. 8467 with any questions or concerns.

## **Vaccination Update**

Sherwood Oaks independent living residents will be offered the second dose of the Moderna Covid-19 vaccine on Thursday, March 4 in the Community Center lobby.

We ask that you follow the schedule below based upon your address:

- Patio homes 102-120 9 a.m.
- Patio homes 121 -145 9:30 a.m.
- Patio homes 146-176 10 a.m.
- Patio homes 178-217 10:30 a.m.
- Patio homes 218-249 11 a.m.
- Patio homes 251- 273 11:30 a.m.
- Patio homes 274-307 1 p.m.
- Patio homes 308-337 1:30 p.m.
- Patio homes 340-360 2 p.m.
- Patio homes 601-619 2:30 p.m.
- Apartments 711-739 3 p.m.

If you are unable to attend your scheduled time, please contact me at ext. 8467.

As a reminder, there is no charge for the vaccine; however, there is a charge for the pharmacist to administer it. Charges will be billed to your insurance carrier.

## **Fitness Class Update**

Due to limited space and safety concerns, the “On the Move” fitness class in the Auditorium at 11:00 a.m. on Fridays will be limited to no more than 15 participants. Participants can attend on a first come, first served basis.