



REPORT

To: Chair and Directors

Report Number: ADM-BRD-071

From: Kori Elden, Executive Assistant/HR Generalist

Date: August 21, 2020

Subject: **Christmas Party 2020**

RECOMMENDATION #1: [Corporate Unweighted]

That the Regional Board cancel the 2020 PRRD Christmas Party due to the COVID-19 Order from the Provincial Health Officer, which states that a “gathering of more than fifty patrons at a place for the purpose of an event is prohibited”.

RECOMMENDATION #2: [Corporate Unweighted]

That the Regional Board approve the closure of the Fort St. John and Dawson Creek Peace River Regional District office's and warehouse for Christmas Eve, December 24, 2020, in lieu of the 2020 Christmas Party.

BACKGROUND/RATIONALE:

The PRRD hosts an annual Christmas party for staff and the Board of Directors. These parties are a highlight in the year for staff, and foster many positive relationships for staff across the PRRD Departments and offices. The parties are a celebration of all the hard work that the PRRD performs over the year, and tend to increase staff morale and connection to the organization.

Unfortunately, it does not look like the PRRD Christmas Party will be possible in 2020, as the guidance measures set by British Columbia Ministry of Health and British Columbia Centre for Disease Control state that hotels are prohibited from having mass gatherings of 50 or more people.

In lieu of the Party, closing the offices on Thursday, December 24th could allow staff to spend more time with their families, and the hope is that the one-time closure will result in an increase of positive morale.

ALTERNATIVE OPTIONS:

1. That the Regional Board approve the distribution of \$50 gifts cards to each staff member, Directors and Alternate Directors in lieu of the 2020 Christmas Party.
2. That the Regional Board provide further direction.

STRATEGIC PLAN RELEVANCE:

- ☒ Organizational Effectiveness
- ☒ Support and Develop Human Resources

FINANCIAL CONSIDERATION(S):

There is \$10,000 allocated in the 2020 Financial Plan for the PRRD Christmas Party in Dawson Creek. If Alternative Option #1 is approved, the cost is estimated at \$4500.00

COMMUNICATIONS CONSIDERATION(S):

The Regional Board's decision will be communicated to all PRRD staff and Directors.

Attachments:

1. COVID-19 Public Health Order - Gatherings Events
2. COVID-19 Guidance Hotel Sector