

To: All Staff

From: Nicole Moffett, Manager, Emergency Preparedness and Security

Date: Monday, November 21, 2022

RE: Parking System Upgrade – Installation and Repairs

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We are in the process of upgrading our parking system. **Over this week (November 21-25, 2022) the parking equipment vendor will commence the installation of parking equipment in lots used by patients and visitors.**

The anticipated order of installation will be:

- D – Deer Lot (completed Friday November 18, 2022)
- C2 – Coyote Lot
- I – Turtle Lot
- B – Bear Lot
- B2 – Moose Lot
- A1 – Eagle Lot

Staff will continue to use access cards on the access readers mounted on all stations.

The **new entry stations will issue barcode tickets**. Patients and visitors must press the yellow button on the front of the terminal and remove the ticket to open the gate. In the interim, exit stations will accept chip coins AND barcode tickets. Ultimately, chip coins will be phased out and new exit terminals will be installed. You will be advised when the new exit stations are installed. This week, only the entry stations are impacted.

Existing pay stations have been updated to include a barcode reader. Customers that have a chip coin can follow the normal process to pay and exit with their chip coin. Customers that have a barcode ticket must scan their ticket on the new reader installed on the pay station and complete the payment. Upon exit from the parking lot, customers will scan their paid ticket on the 2D barcode reader to open and exit the gate.

See page 2 of this memo for photos.

Please exercise caution when entering and exiting the impacted parking lots.

Please also share this information with patients and visitors.

Thank you,

Security and Parking Team



Visual representation of new entry station terminals.



Note new barcode reader installed at pay station.