

MEMO

To: Senior Leadership, Directors, Managers and Coordinators

From: Cindy Fedell, Regional Chief Information Officer
Michael Del Nin, Director, Strategy and Performance

Date: May 15, 2023

RE: Announcement – Senior Administrative Assistant, Regional Chief Information Officer and Strategy and Performance; and,

Administrative Assistant, Support Services and Capital and Facility Services

We are pleased to announce that Simona Serrao has accepted the position of Senior Administrative Assistant to Cindy Fedell, Regional Chief Information Officer and Michael Del Nin, Director of Strategy and Performance.

Simona is coming to us from St. Joseph's Care Group where she has worked for the past several years as the Administrative Assistant to the Directors of In-Patient and Out-Patient Rehabilitative Care and as a Staffing Clerk. Simona will begin her new role on May 23, 2023. She will be located in Room 3032 and can be contacted at ext. 6008 or simona.serrao1@tbh.net.

Please also note that effective May 23, 2023, Rebecca Defeo, Administrative Assistant, will continue supporting Phil Thompson, Director of Support Services and will also take on supporting Ryan Sears, Director of Capital and Facility Services. We'd like to take this opportunity to thank Rebecca for supporting the Strategy and Performance portfolio for the past 5 years and know that she will continue to provide the same level of hard work and support to the Capital and Facility Services portfolio.

Please join us in welcoming Simona to her new role and in wishing Rebecca success in Capital and Facility Services.