

To: All Employees on TBRHSC Payroll

From: Adam Vinet, Vice President, Patient Experience & Chief Nursing Executive &
Regional Vice President, Regional Cancer Care;
Peter Myllymaa, Vice President, Operations, Clinical & Support Services & Chief Financial Officer

Date: May 2, 2024

RE: UKG Pro Workforce Management – Final Transition May 6, 2024

UKG Pro Workforce Management has been live since March 25, 2024. Since that time, leaders and timekeepers have been tirelessly maintaining schedules in both UKG and our legacy scheduling system, Staffright, while we transition between systems.

We are pleased to announce that the final transition to UKG will take place the pay period beginning May 6, 2024.

From this day forward staff will use UKG Pro Workforce Management exclusively for all scheduling and timekeeping functions. To support this final transition you can help by reviewing your timecards daily and communicating any issues or exceptions to your leader as they happen.

We are proud of everyone who has helped our transition to UKG Pro Workforce Management be such a success! We know that the transition has not been without some minor challenges but thanks to you and our dedicated team of support people we have successfully met those challenges.

Thank you for making this such a great place to work. We depend on each other every day and it's nice to know we can continue to depend on each other even as we make changes to how we do our work.

Take a moment in your day and publicly acknowledge someone who has helped you navigate this change. Let that person know you appreciate their help. We are in this together and everyone deserves recognition for the part they have played in this success.

Thank you.

UKG Implementation Team:

- Dino Armenti – Co-Project Sponsor
- Dawna Maria Perry – Co-Project Sponsor
- Rita Grenier Buchan – Project Lead – Scheduling
- Michael Iorianni – Project Lead – Payroll
- Carrol Wenzell – Payroll Subject Matter Expert
- Monique Trudeau – HR Subject Matter Expert
- Cora Rouillard – Integration Subject Matter Expert
- Julio Gomes – Integration Subject Matter Expert
- Trisha Gibson – HR Subject Matter Expert – Leaves
- Sharen Howarth – HR Subject Matter Expert – Leaves
- Angela Kutok – PI Consultant

For information and resources visit: [UKG Resource Page](#)