



# Committee Minutes

## Committee of Management July 12, 2022 – 9:30 AM

The Committee met on the above date through electronic means with the following members participating:

Present: Warden Selwyn Hicks & Councillors Dwight Burley, Scott Mackey, Barb Clumpus, and John Woodbury

Regrets: Councillors Christine Robinson and Brian O’Leary

### Staff

Present: Kim Wingrove, Chief Administrative Officer; Stacey Goldie and Shannon Cox, Executive Directors; Renate Cowan, Accreditation and Quality Specialist; Denna Leach, Clinical Specialist; Mary Lou Spicer, Director of Finance; Tara Warder, Clerk; Markus Hawco, Manager Finance, Long Term Care; and Sarah Goldrup, Deputy Clerk / Legislative Coordinator

## Call to Order

Chair Mackey called the meeting to order at 9:31 AM.

## Declaration of Interest

There were no declarations of interest.

## Reports

### *LTCR-CM-11-22 Long-Term Care Director Update*

Denna Leach provided an overview of the report. She highlighted COVID-19 updates to the Grey County LTC COVID-19 Immunization Policy, definitions for vaccine doses, personal protective equipment (PPE) requirements for confirmed COVID-19 residents, active screening and surveillance testing practices, and the visitor policy and risk assessment tool for unvaccinated visitors.

Further, Denna Leach spoke about the outbreaks that occurred during the reporting period. Two outbreaks were noted at Lee Manor, where Public Health conducted Infection Prevention and Control Practices (IPAC) assessments, and HEPA filter units were utilized to maximize air quality.

It was also reported that each home continues to onboard new staff, and the administration of tuberculosis screening and skin testing will take place onsite to support this process and reduce barriers to testing.

Renate Cowan then addressed the Committee with an update regarding implementing the Fixing Long-Term Care Act, noting educational sessions for each home's Resident and Family Council and changes to emergency planning policies and procedures. Also reviewed were the compliance of HVAC and cooling systems in all facilities, submission of quality improvement plans, and Grey-Bruce working group committees.

Collaborative partnerships were outlined. Grey County's Long-Term Care "Colour It Your Way" promise initiative was one of the 17 organizations across Canada to be recognized for this culture change by the Research Institute for Aging for making strides in changing the culture of aging through initiatives, programs, or their day-to-day practice.

Due to connectivity challenges, Councillor Mackey requested to vacate the role of Chair.

CM-13-22 Moved by: Councillor Burley Seconded by: Warden Hicks

**That report LTCR-CM-11-22 regarding a Long-Term Care Director Update be received for information.**

Carried

CM-14-22 Moved by: Councillor Woodbury Seconded by: Warden Hicks

**That Councillor Burley be appointed as Acting Chair for the remainder of the meeting.**

Carried

### *LTCR-CM-12-22 Long-Term Care Operational Report April 15, 2022 – June 14, 2022*

Denna Leach updated the Committee on a Long-Term Care Operational Report and reviewed quality indicators. It was highlighted the data showed a greater level of resident acuity versus resident insight but also reflected areas for improvement, such as antipsychotics taken without a diagnosis of psychosis and pain. Operational reviews were being scheduled by the Accreditation and Quality Specialist and the Clinical

Specialist with each care community as part of the County's comprehensive risk management program.

Renate Cowan reviewed the requirements to develop, post, and submit a quality improvement plan (QIP) to Health Quality Ontario and the plan's internal targets and improvement initiatives.

Stacey Goldie then addressed the Committee, noting two visits from the Ministry of Long-Term Care. One inspection was conducted at Lee Manor, and the Ministry issued no findings of noncompliance. The Ministry conducted another inspection at Rockwood Terrace. Staff reported that no findings of noncompliance were anticipated, but the final report had not been issued at the time of the meeting.

Stacey Goldie spoke about the outbreaks that occurred during the reporting period that were managed and contained through collaboration with Public Health.

Challenges to recruiting new staff were discussed.

Projects, events, and activities were described, including a project in recognition of Seniors' Month titled "These Hands," which celebrated the stories and accomplishments of residents paired with portraits of their hands.

Shannon Cox reported on the occupancy rates of each home and explained the impact of recent outbreaks on admissions.

*CM-15-22* Moved by: Councillor Clumpus Seconded by: Councillor Woodbury

**That report LTCR-CM-12-22 regarding the LTC Operational Report April 15, 2022 – June 14, 2022, be received for information.**

Carried

### *LTCR-CM-13-22 Long-Term Care Financial Update and Projection as of April 30, 2022*

Mary Lou Spicer introduced Markus Hawco and the Long-Term Care Financial Update and Projection report.

Markus Hawco presented to the Committee about the assumptions and variables that may impact the forecasted projections, such as estimating wages and benefits and the change in the Case Mix Index (CMI). It was explained that any year-end surplus would be used to reduce the operating budget transfer from reserve. Further, Markus Hawco reviewed the trends for each home and highlighted factors affecting the forecast, such as staff recruitment and retention challenges, inflation, and supply chain delays.

In response to questions from the Committee about delays to Grey Gables capital projects, staff described the impact of the vacant Maintenance Manager position, supply shortages, and challenges obtaining bids. Shannon Cox confirmed the potentially impacted projects were related to a sprinkler system and retaining wall.

*CM-16-22* Moved by: Councillor Clumpus Seconded by: Councillor Woodbury

**That report LTCR-CM-13-22 regarding Long-Term Care Financial Update and Year-End Projection as of April 30, 2022, be received for information.**

Carried

## Next Meeting Dates

August 23, 2022, at 9:30 AM

Further, Tara Warder noted a tour was planned for the Long-Term Care Committee of Management and Long-Term Care Redevelopment Planning Task Force of the County's long-term care facilities and the Rockwood development site on August 30, 2022, pending COVID-19 considerations.

On motion by Councillors Mackey and Warden Hicks, the meeting adjourned at 10:17 AM.

Dwight Burley, Acting Chair