

## Long Term Care Committee of Management June 12, 2018 – 9:30 AM

The Long Term Care Committee of Management met on the above date at the County Administration Building with the following members in attendance:

Present: Chair Dwight Burley; Councillors Sue Paterson, Arlene Wright; and Warden Stewart Halliday

Regrets: Councillor Alan Barfoot

### Staff

Present: Kim Wingrove, Chief Administrative Officer; Lynne Johnson, Director of Long-Term Care; Kevin Wepler, Director of Finance; Robert Hatten, Communications Manager; Karen Kraus and Jennifer Cornell, Long-Term Care Administrators; Mary Lou Spicer, Deputy Treasurer; Joanna Alpajaro, Financial Analyst; Stacey Goldie, Lee Manor Resident and Family Service Manager; Patti Mink, Lee Manor Director of Care; and Kathie Nunno, Recording Secretary

## Call to Order

Chair Burley called the meeting to order at 9:35 AM.

## Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

## Business Arising from the Minutes

### LTCR-CM-24-18 Update to LTCR-CM-14-18 Sprinkler at Rockwood Terrace

Karen Kraus reported that long-term care homes were given an exemption to the required sprinkler installation date of January 1, 2019. The new code requires long-term care homes to comply with Ontario Regulation 213/07 (Fire Code) Reference 9.7.5.1 by January 1, 2025.

Ms. Kraus confirmed that the West Grey Fire Department is carrying out regular inspections and required evacuation exercises at Rockwood Terrace.

CM39-18 Moved by: Warden Halliday Seconded by: Councillor Paterson

**That report LTCR-CM-24-18 regarding an update to LTCR-CM-14-18 regarding the award of a sprinkler at Rockwood Terrace be received for information.**

Carried

## LTCR-CM-14-18 Award of RFP-LTC-02-18 Sprinkler at Rockwood Terrace

Karen Kraus presented the previously deferred Rockwood Terrace sprinkler report.

Moved by: Councillor Paterson Seconded by: Warden Halliday

**That Report LTCR-CM-14-18 regarding RFP-LTC-02-18 – First Floor Sprinklers at Rockwood Terrace be received and that the proposal be awarded to Forest City Fire Protection for \$113,045, excluding taxes; and**

**That the project deficit of \$23,035 will be funded from any surplus realized from within the 2018 capital budget or, if a surplus is not available, from the Rockwood Terrace Operations Reserve.**

*Main Motion As Amended*

CM40-18 Moved by: Warden Halliday Seconded by: Councillor Paterson

**That Report LTCR-CM-14-18 regarding RFP-LTC-02-18 – First Floor Sprinklers at Rockwood Terrace be received; and**

**That the RFP not be awarded due to the January 1, 2025 deadline as legislated within the scope of section 9.4 of Division B of the fire code and the pending redevelopment project for Rockwood Terrace; and**

**That a report on the status of the sprinkler system at Rockwood Terrace be brought back to the Long Term Care Committee of Management in 2019.**

Carried

## Delegation

### Sienna Senior Living – Executive Summary- Key Findings

Shirley Thomas-Weir, VP of Operations Long-Term Care, Daile Moffatt, VP Quality and Informatics, Philippa Welch, VP Clinical Operations, and Joanne Dykeman, Executive

Vice President, Operations attended from Sienna Senior Living to present an overview of the operational review findings. David Hung, Director of Finance, participated by telephone.

Four pillars of operation were discussed: financial, quality, human resources and operating platform. Recommendations to address the findings were presented. Accreditation was discussed at length.

The Committee was provided a summary of the resolutions in place regarding next steps in the operational review process and the contract with Sienna by CAO Wingrove.

Staff will work with Sienna to deliver a fulsome report in July. It was noted that addressing the recommendations in the operational review would be part of the process to obtain accreditation. The accreditation process takes approximately eighteen months, so a decision to move toward accreditation would need to happen soon to allow sufficient time to meet the fall 2018 commencement timeline. Sienna presenters indicated that many LHINs are moving toward the requirement of accreditation to maintain the licensing agreements.

Chair Burley declared a five-minute recess following which the committee meeting resumed.

*CM41-18* Moved by: Councillor Paterson Seconded by: Warden Halliday

**That the Long Term Care Committee of Management does now go into closed session pursuant to Section 239(2) of the Municipal Act, 2001, as amended to discuss:**

- i. a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.**

Carried

Following a two-thirds majority vote required to amend the agenda, Committee proceeded into closed session at 11:41 AM. Committee returned to open session at 12:04 PM.

Chair Burley confirmed that only the items stated in the resolution to move into closed session were discussed.

Lynne Johnson introduced two Lee Manor staff members who attended in place of Renate Cowan. Stacie Goldie is the resident and family service manager and Patti Mink is the director of care.

Chair Burley declared a recess following which the meeting resumed.

## Reports – Long Term Care

### LTCR-CM-20-18 Single Source - Staff Agency Contract

Lynne Johnson advised that long-term care homes are required to have a staffing plan that meets both resident and operational needs. Securing the services of a supplemental staffing agency will help with filling shifts that could not be filled from the existing staff pool.

Challenges with the services from the current staffing agency have led to sourcing a new provider.

Plan A charges an hourly wage and mileage if the trip is over 100 km. The company is currently located in Barrie and is looking to open an office in Collingwood which will reduce the cost for mileage.

Plan A staffing resources is exclusively focused on long-term care. The staff are trained on Ministry standards and common electronic documentation platforms. There is an opportunity to hire staff permanently after thirty worked shifts with Plan A. This could be a recruiting tool.

*CM42-18* Moved by: Councillor Wright Seconded by: Warden Halliday

**That report LTCR-CM-20-18 regarding a single source contract for supplementary staffing be received and that staff be authorized to enter into a three year contract with Plan A for the provision of supplemental staffing; and**

**That a by-law be brought forward for Councils consideration.**

Carried

### LTCR-CM-22-18 Inspections

Lynne Johnson provided an overview of the findings and outcomes from the inspections at Lee Manor, Grey Gables and Rockwood Terrace.

*CM43-18* Moved by: Councillor Wright Seconded by: Councillor Paterson

**That report LTCR-CM-22-18 regarding Facility Inspections be received for information.**

Carried

### LTCR-CM-21-18 2019-2028 Ten Year Capital Forecast

Lynne Johnson spoke about the ten-year capital forecast. Ms. Johnson outlined the

proposed capital expenditures for Lee Manor, Rockwood Terrace and Grey Gables. The capital forecast for Rockwood Terrace has been prepared to 2025.

Kevin Weppler spoke to the change in technology relating to the preparation of the ten-year capital and thanked staff for their extra efforts.

*CM44-18* Moved by: Councillor Paterson Seconded by: Councillor Halliday

**That Report LTCR-CM-21-18 regarding the Long Term Care 2019-2028 Draft Ten Year Capital Forecast be presented and forwarded for inclusion in the Corporate Ten Year Capital & Extra-Ordinary Expenditures Forecast for consideration by County Council; and**

**That the First Year of the 2019- 2028 Ten Year Capital be used for planning purposes for the 2019 Budget.**

Carried

## LTCR-CM-23-18 Single Source – Beds and Mattresses

Lynne Johnson presented the report requesting approval to extend the current contract for beds and mattresses. Ms. Johnson noted that consistency with a fleet of equipment helps the home to maintain the equipment, establish training programs and meet compliance. The research in sourcing beds and mattresses in 2016 was extensive and Specialty Furniture was awarded the 2016 and 2017 contract.

*CM45-18* Moved by: Warden Halliday Seconded by: Councillor Paterson

**That report LTCR-CM-23-18 regarding the single source purchase of beds and mattresses be received; and**

**That staff be authorized to enter into a one-year contract extension with Specialty Furniture for the 2018 capital purchase of beds and mattresses.**

Carried

## Other Business

There was none.

## Next Meeting Dates

The next meeting will be determined at the call of the Chair.

On motion by Councillors Paterson and Warden Halliday, the meeting adjourned at 1:04 PM.

Dwight Burley, Chair