

Report LTCR-SS-16-15

To: Chair Burley and Members of the Social Services Committee
From: Renate Cowan, Administrator Lee Manor
Meeting Date: November 12, 2015
Subject: **Lee Manor Security Cameras**
Status: Recommendation adopted by Committee as presented per Resolution SSC96-15; Endorsed by County Council November 3, 2015 per Resolution CC159-15

Recommendation(s)

WHEREAS a need for increased property surveillance has been identified at Lee Manor;

AND WHEREAS the cost to purchase and install thirteen (13) security cameras is approximately \$18,300 excluding HST;

AND WHEREAS the security cameras have been purchased under the procurement in emergencies provision of the purchasing policy;

NOW THEREFORE BE IT RESOLVED THAT Report LTCR-SS-16-15 advising of the purchase of security cameras at Lee Manor be received;

AND THAT this unbudgeted expenditure be funded from the \$20,000 allocated to Furniture and Finishings in the Lee Manor 2015 capital budget.

Background

Long Term Care homes are legislated to ensure that the home provides a safe and secure environment.

Recently there have been several occurrences at Lee Manor involving individuals loitering or seeking entrance into the home during the night. The latest incident involved the placement of graffiti on the pavement around an employee vehicle. The police were notified with each incident.

Lee Manor currently has sixteen security cameras located inside the building.

To ensure resident and staff safety, additional camera coverage is required in the parking lots and in three additional indoor spaces. In consultation with Purchasing and

Finance, it was agreed that the purchase met the criteria for an emergency purchase within the County of Grey purchasing policy.

Quotes were obtained for the purchase and installation of 10 exterior and 3 interior cameras at a cost of approximately \$18,300 plus HST for the cameras, internal hardware and wiring.

Financial / Staffing / Legal / Information Technology Considerations

A safe and secure environment for residents is required under the Long-Term Care Homes Act; any incident that impacts their health and safety results in a critical incident report being filed with the Ministry. Security cameras are integral in supporting the safety of residents and staff.

Under the emergency provision of the purchasing policy (4.03.8.1), *an emergency purchase shall be made when an event occurs that is determined by the Warden, the C.A.O and/or Senior Manager to be a threat to c) the welfare of persons or of public property and that l) any Purchase Order or contract issued under such conditions together with a source of funding shall be justified and reported by the User Division to the next standing committee meeting following the date of the requisition.*

It is anticipated that the cost will be approximately \$18,300 after the HST rebate.

The IT Department is aware of the project.

Link to Strategic Goals / Priorities

Goal 6 of the approved Corporate Strategic Plan is *Achieving Excellence in Governance and Service*. Security cameras will help to ensure a safe and secure environment for the residents and staff of Lee Manor.

Attachments

None.

Respectfully submitted by,

Renate Cowan
Administrator, Lee Manor

Director Sign Off: *Lynne Johnson, Director of Long Term Care*