

## Committee of Management May 23, 2018 – 9:30 AM

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

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

### Staff

Present: Kim Wingrove, Chief Administrative Officer; Lynne Johnson, Director of Long-Term Care; Kevin Wepler, Director of Finance; Heather Morrison, Clerk; Renate Cowan and Jennifer Cornell, Long-Term Care Administrators; and Jacquelyn Morrison, Deputy Clerk/ Legislative Coordinator

## Call to Order

Chair Burley called the meeting to order at 9:30 AM.

## Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

## Reports – Long-Term Care

### LTCR-CM-13-18 Quality Improvement Plans

Renate Cowan presented the above report on Quality Improvement Plans (“QIP”).

It was noted that the priorities for Long Term Care homes include resident experience, potentially avoidable emergency department visits, pressure ulcers, falls, restraints, and use of antipsychotic medications. Ms. Cowan advised that the Grey County homes meet and exceed most indicators.

Ms. Cowan noted that the actual numbers for County homes may be different from the provincial average numbers for numerous reasons, including that County homes have inherited resident conditions that impact the indicators and the numbers reflect a

moment in time. In addition to the QIPs there are additional internal methods that are used for measuring care. Lynne Johnson confirmed that private sector homes are also required to develop and submit a QIP. Renate Cowan confirmed that there was no feedback from the province on the QIPs and that homes can review data from other organizations.

Ms. Johnson noted that Grey County staff takes pride in the care they provide and training on best practices in wound care and policies and procedures has been a priority.

Jennifer Cornell commented on the mandatory training and “Colouring It” for staff and residents. Grey Gables had an event where they made tie dyed clothing, which was well received.

Renate Cowan spoke about the Lee Manor recreation program, “Neighbourhood Time”, which provides individual programming to residents. The programming has had very positive results. At Rockwood Terrace, staff created a garden room and they are proud that 98% of their residents would recommend the home. It was noted that Rockwood Terrace has decreased their use of antipsychotic medications.

Discussion occurred around whether younger clients with individual needs who are in the homes receive extra funding for their care. Renate Cowan noted that the homes may have clients starting at 18 years old and that the homes do not receive extra funding for these individuals.

*CM32-18* Moved by: Warden Halliday Seconded by: Councillor Barfoot

**That report LTCR-CM-13-18 regarding Quality Improvement Plans for Grey Gables, Lee Manor and Rockwood Terrace be received for information.**

Carried

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

Lynne Johnson presented the above report. Rockwood Terrace has sprinklers on the 2<sup>nd</sup> and 3<sup>rd</sup> floors of the building, but not the 1<sup>st</sup> floor.

Staff confirmed that the home is currently in compliance with the Ministry regulations. In order to maintain compliance, sprinklers need to be added to the first floor of the building in the future.

Kim Wingrove noted that the deadline for the sprinklers as required by the Ministry was January 1, 2019 and there may be a new deadline of January 2025. Staff will

investigate further.

*Main Motion*

Moved by: Councillor Barfoot

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 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.**

*Motion to Defer*

CM33-18

Moved by: Councillor Wright

Seconded by: Warden Halliday

**That Report LTCR-CM-14-18 regarding RFP-LTC-02-18 – First Floor Sprinklers at Rockwood Terrace be deferred until the June 12, 2018 Long Term Care Committee of Management meeting.**

Carried

## LTCR-CM-16-18 Public Posting of Home Performance Levels

Lynne Johnson presented the above report.

The Ministry of Health and Long Term Care has changed their home finder website, which is used to find out how Long Term Care homes are rated. The Ministry uses a matrix to rank homes based on 60 risk factors. There are four categories that homes are rated in: “in good standing”, “improvement required”, “significant improvement required”, or “license revoked”. The Ministry’s ranking formula is unclear, but rankings are based on older data from December of 2017. The homes continually review their care and policies to ensure they are meeting the standards.

The Ministry has indicated the standings will be updated quarterly.

Kim Wingrove suggested that a quarterly update be given to the Committee of Management.

CM34-18

Moved by: Councillor Wright

Seconded by: Warden Halliday

**That report LTCR-CM-16-18 on the Public Posting of Home Performance Levels be received for information.**

Carried

## LTCCR-CM-17-18 2018-19 Funding Increase

Lynne Johnson presented the above report.

It was noted that Long Term Care has received the final 2% funding increase for the Nursing and Personal Care and the Program and Support Service envelopes. Long Term Care has also received a 2% supplemental funding increase for a Registered Practical Nurse and supplemental funding for acute residents with higher needs. On July 1<sup>st</sup>, there will be an increase in funding of 6% for raw food, including supplemental funding for vitamin D and calcium. There will be 1.6% funding increase for other accommodation.

Ms. Johnson advised that residents have been given notice that their rent will be increasing based on the increased costs of 1.6% for basic and preferred accommodation.

*CM35-18* Moved by: Councillor Barfoot Seconded by: Councillor Paterson

**That report LTCCR-CM-17-18 regarding the 2018-19 Long Term Care funding increase be received for information.**

Carried

## LTCCR-CM-18-18 Award of RFT-LTC-06-18 Dish Room at Lee Manor

Renate Cowan presented the above report on the dish room renovation at Lee Manor.

There was one bid received from Allen-Hastings Limited. The project includes replacing the dish machine, sink, drain, floor, new racking, infrastructure work, hot water tank, etc. The dish machine will be from a local company, Hobart Canada.

*CM36-18* Moved by: Warden Halliday Seconded by: Councillor Paterson

**That Report LTCCR-CM-18-18 regarding tender award recommendations for RFT-LTC-06-18 be received and that the tender be awarded to Allen-Hastings Limited for \$291,179 excluding taxes; and**

**That the project deficit of \$6,303.75 will be funded from any surplus realized from within the 2018 capital budget or, if a surplus is not available, from the Lee Manor Operations Reserve.**

Carried

## LTCR-CM-19-18 Special Project - Staff Secondment

Jennifer Cornell presented the above report.

It was noted that there are concerns around staffing challenges that are particularly challenging at Grey Gables, due to the smaller number of staff. A focused approach to recruitment and retention of employees is required. Grey Gables has been authorized by the Director of Long Term Care to review hiring practices, with a focus on supporting the new staff on the nursing team. This will be a four month project.

Ms. Cornell will bring updates and/or recommendations back to the Long Term Care Committee of Management as appropriate once the project is underway.

*CM37-18* Moved by: Councillor Wright                      Seconded by: Councillor Barfoot

**That report LTCR-CM-19-18 regarding special project staff secondment be received for information.**

Carried

## Correspondence

Lynne Johnson presented the below correspondence.

*CM38-18* Moved by: Councillor Paterson                      Seconded by: Councillor Barfoot

**That the following correspondence be received for information:**

**Thank you from the Multi-Municipal Long-Term Care Working Group;**

**New information regarding French language services requirements from South West LHIN;**

**Ministry of Health and Long-Term Care Memorandum – Spring 2018 amendments to improve access and enhance transparency in long-term care homes.**

Carried

## Other Business

Councillor Wright questioned the next steps in the Rockwood Terrace redevelopment, specifically related to the procurement of land. The Committee noted that this may fall under Sienna's purview and that this topic should be addressed after Sienna brings their report to the next Long Term Care Committee of Management meeting.

## Next Meeting Dates

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

On motion by Councillor Paterson and Warden Halliday, the meeting adjourned at 11:14 AM.

Dwight Burley, Chair