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## Long-Term Care Committee of Management July 4, 2018 – 9:00 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 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; Karen Kraus and Renate Cowan Long-Term Care Administrators; Mary Lou Spicer, Deputy Treasurer; Joanna Alpajaro, Financial Analyst; and Jacquelyn Morrison, Deputy Clerk/ Legislative Coordinator

## Call to Order

Chair Burley called the meeting to order at 9:00 AM.

## Declaration of Pecuniary Interest

There were no declarations of pecuniary interest.

## Reports – Long-Term Care

### LTCR-CM-25-18 Management Contract

Moved by: Councillor Barfoot

Seconded by: Warden Halliday

**That report LTCR-CM-25-18, Long Term Care Management Services be received; and**

**That the Long Term Care Committee of Management provide direction regarding the development of an options report for Council consideration on July 12, 2018.**

Lynne Johnson noted that this report is a follow up to the June 12, 2018 Sienna Senior Living delegation. She advised that on February 1, 2018 Grey County entered into a five year agreement with Sienna and the operational review has been completed. Staff have reviewed the findings and recommendations and are seeking direction from the

Committee regarding the next step.

Ms. Johnson reviewed the Executive Summary – Key Findings report prepared by Sienna. She noted the four strategic pillars that are necessary in the long term care environment include: financial, quality, human resources, and operating platform. She highlighted aspects of these four pillars, which includes the potential for efficiency, cost saving measures and optimal performance.

Ms. Johnson provided information on option one, being a full management contract. Under a full management contract, Sienna would operate in a management role. The County would retain ownership of the beds and staff would still be Grey County employees. Information would be provided to the Committee of Management through reports and a balanced scorecard and decision making would remain a responsibility of the Committee of Management.

Ms. Johnson reviewed a proposed project schedule for the full management contract. The homes would prepare to move forward with accreditation immediately which would start to address any deficiencies. A transition team would be established that would include dedicated resources specifically to assist with the transition, including mentors, and a joint communication strategy. Policies, procedures, resident assessments, and care plans would be updated. Training and education for staff would occur and regular employee feedback would be sought. Ms. Johnson noted that there would be a transition of the financial management processes including the development of an annual operating and capital budget and the implementation of variance reporting.

Ms. Johnson also discussed a partial services agreement as an option. However, the resources would not be available to the County to achieve the same improvements that are available through the full management contract. This would limit the impact and sustainability of any changes.

Ms. Johnson noted that continuing with the status quo is not recommended.

Ms. Johnson noted legal and legislative considerations; including informing the Local Health Integration Network and having Ministry of Health and Long Term Care approve the management contract.

The Committee discussed the timelines for moving forward. If a full management contract is implemented, Sienna would develop an action plan to move forward on the short and long term goals. It was noted that the management contract would be a long term strategy to support Grey County in the provision of long term care. Ms. Wingrove noted that the draft contract has a termination clause built in.

Discussion occurred regarding responsibilities and authorities. Ms. Johnson reiterated that Grey County would still own the homes and that Sienna would be providing a

management service. Management of financials and approval of the budget was discussed.

Discussions occurred regarding Information Technology. Ms. Johnson advised that Sienna recommended that the Grey County IT department continue to support the homes. Sienna would provide any functional advice deemed necessary as additional support.

Chair Burley noted that the Terms of Reference for the Committee of Management should be reviewed.

## Closed Meeting Matters

*CM46-18* 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* to discuss:**

- i. **a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization** (*Sienna Senior Living Contract*)

**That the following staff remain in attendance: Kim Wingrove, Lynn Johnson, Kevin Wepler, Heather Morrison, and Jacquelyn Morrison**

Carried

The Committee proceeded into closed session at 9:57 AM.

The Committee returned to open session at 10:35 AM.

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

## LT-CR-CM-25-18 Management Contract Continued

Discussion continued regarding private and semi-private accommodation within the homes and the rates charged for this.

*Main Motion as Amended*

*CM47-18* Moved by: Councillor Barfoot Seconded by: Warden Halliday

**That report LTCR-CM-25-18, Long Term Care Management Services be received; and**

**That the Long Term Care Committee of Management recommends option one, being the full management contract option contained in Report LTCR-CM-25-18, for Council consideration on July 12, 2018.**

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 Wright, the meeting adjourned at 10:41AM.

Dwight Burley, Chair