Grey County Logo Committee Minutes

# Social Services Committee January 16, 2013 – 10:00 a.m.

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

**Present: Chair Dwight Burley; Councillors Wayne Fitzgerald, Kathi Maskell, Francis Richardson, Deborah Haswell, Brian Milne, Ellen Anderson, John Bell; and Warden Duncan McKinlay**

**Regrets: Councillor Terry McKay**

**Staff**

**Present: Lynne Johnson, Director of Long Term Care; Rod Wyatt, Director of Housing; Barb Fedy, Director of Social Services; Kevin Weppler, Director of Finance; Mary Lou Spicer, Deputy Director of Finance; Kathryn MacMurdo, Manager of Children’s Services; Mike Alguire, Purchasing and Materials Manager; Rick Moore, Housing Manager; Anne Marie Shaw, Housing Administrator; Karen Kraus, Long Term Care Administrator and Tara Warder, Recording Secretary**

## Call to Order

Chair Burley called the meeting to order at 10:08 a.m.

## Declaration of Pecuniary Interest

There were none.

## Business Arising from the Minutes

*Social Services Committee minutes dated December 12, 2012*

These minutes are for information only as they were adopted by Grey County Council on January 8, 2013.

## Reports – Long Term Care

*LTCR-SS-01-13 – Behavioural Support Ontario – Long Term Care Homes Staffing Resources*

Lynne Johnson presented the above report regarding Long Term Care staffing resources. Ms. Johnson outlined the funding allocations by home, stating that Grey Gables, Lee Manor and Rockwood Terrace will all see increases in hours for Personal Support Workers (PSWs) and Registered Nurses (RNs) under this program.

Additionally, the funding provides for an educational fund. Ms. Johnson noted that the educational programs identified provide front line staff with the ability to manage various situations in the course of their duties. Questions from the Committee regarding training and funding details were addressed. The funding money must be spent by March 31, 2013, and funding will be annualized effective April 1, 2013.

SSC14-13 Moved by: Councillor Milne Seconded by: Councillor Maskell

**WHEREAS the South West Local Health Integration Network has advised that additional base funding will be provided to Long Term Care Homes to support salary and benefits for designated Behavioural Supports Ontario nursing and personal support worker positions;**

**AND WHEREAS Grey Gables, Lee Manor and Rockwood Terrace have each received the specific allocation by home and classification;**

**NOW THEREFORE BE IT RESOLVED THAT Report LTCR-SS-01-13 be received;**

**AND THAT Grey Gables, Lee Manor and Rockwood Terrace increase staffing as outlined in Report LTCR-SS-01-13, as required by the project and within the base funding amount received through the Behavioural Supports Ontario project.**

Carried

*LTCR-SS-02-13 – Award of RFP-LTC-14-12 Food Services and Menu Planning*

Lynne Johnson presented the above report regarding food services and menu planning for the Long Term Care homes. Ms. Johnson informed the Committee on the complexities of menu planning, food provision, requirements of the Ministry of Health and Long Term Care, and the benefits of computerized menu systems.

Grey County issued an RFP for food services and menu planning in November 2012, and received several submissions in response. Staff are recommending the RFP be awarded to Sysco, who offers the Synergy Menu Management software program, and that touch screen kiosks be purchased for the resident dining rooms and kitchen. The features and advantages of the system were outlined.

The cost of the kiosks and the subscriptions will be funded from the Long Term Care operational reserves in 2013, and will be a part of the operational budget moving forward.

SSC15-13 Moved by: Councillor Bell Seconded by: Councillor Richardson

**WHEREAS the 2013 approved budget for each of the Long Term Care Homes contained funding for food procurement and services programs;**

**AND WHEREAS the County issued RFP-LTC-14-12 on Monday November 19, 2012 and closed on Thursday December 6, 2012;**

**AND WHEREAS all purchasing policies and procedures have been adhered to;**

**NOW THEREFORE BE IT RESOLVED THAT report LTCR-SS-02-13 recommending the award of RFP-LTC-14-12 be received;**

**AND FURTHER THAT the contract for food services and menu planning system, Synergy on Demand Financial Edition, be awarded to Sysco in conjunction with Complete Purchasing Services for Grey Gables, Lee Manor and Rockwood Terrace for a five year period commencing April 1, 2013 with an option to extend for two additional one year periods;**

**AND FURTHER THAT staff be directed to proceed with the purchase of three 22” Touch Screen PC kiosks for Grey Gables, five for Lee Manor and two for Rockwood Terrace from CareWorx Inc. for resident dining rooms;**

**AND FURTHER THAT staff be directed to proceed with the purchase of one 22” kitchen kiosk for each of Grey Gables, Lee Manor and Rockwood Terrace for the main kitchen from CareWorx Inc.;**

**AND FURTHER THAT the funds required for the 2013 unbudgeted purchase of kiosks be funded from each of the Long Term Care Homes Operational Reserves in the amount of:**

* **Grey Gables $8,050.00**
* **Lee Manor $10,550.00**
* **Rockwood Terrace $6,800.00**

Carried

*LTCR-SS-03-13 – Fire Safety Funding*

Karen Kraus presented the above report on fire safety funding. Ms. Kraus noted that Rockwood Terrace qualifies for $60,800.00 in fire safety funding from the Ministry of Health and Long Term Care. The West Grey Fire Chief has recommended upgrades to the building, one being to install sprinklers. Staff are currently in the process of researching the associated costs of this upgrade and exploring various options. Half of the funding must be spent by the end of March 2013, and the remainder by March 2014.

Ms. Kraus further outlined the requirements for evacuation. The committee inquired as to the possibility of phasing in a sprinkler system. It was noted that the third floor is the most difficult part of the building to evacuate, and staff are considering sprinkling the second and third floors only. After additional information is received, a report will be forthcoming with a recommendation on how to proceed.

SSC16-13 Moved by: Councillor Richardson Seconded by: Councillor Milne

**THAT Report LTCR-SS-03-13 regarding Fire Safety Funding be received for information.**

Carried

## Reports – Housing

*HDR-SS-03-13 – Housing Manager’s Report*

Rick Moore provided details to the Committee on a fire that occurred on December 15, 2013 at the County housing building located at 81 Bruce Street in Thornbury. Mr. Moore outlined the details of the occurrence and the response efforts by staff and other agencies. It was noted that 36 tenants were evacuated from their homes and housed in local motels or with family in nearby areas. Councillor Anderson suggested Grey County consider implementing a policy for smoke free county housing buildings.

Mr. Moore addressed questions from the Committee regarding future plans and the involvement of other agencies. Warden McKinlay stressed the importance of the County voicing requests for additional support from agencies such as the Grey Bruce Health Unit.

The Social Services Committee commended staff on their excellent work and response efforts during this unfortunate event.

Councillor Haswell then entered the meeting.

SSC17-13 Moved by: Councillor Richardson Seconded by: Councillor Fitzgerald

**That HDR-SS-03-13 regarding a housing update be received for information.**

Carried

*HDR-SS-04-13 Fire Safety – Grey County Housing Buildings*

Rod Wyatt presented the above report regarding fire safety within Grey County Buildings. It was confirmed that current systems were operating correctly at the time of the fire at 81 Bruce Street, and all buildings are up to code. There has been a recommendation to install heat detectors in Grey County housing units, as heat detectors will alert the fire department if heat reaches a certain threshold. Mr. Wyatt noted that smoke detectors do not alert the fire department, as opposed to fire alarms.

A report will be forthcoming recommending improvements to fire safety for Housing buildings. Staff were requested to provide information on the installation of sprinkler systems in this report.

SSC18-13 Moved by: Councillor Anderson Seconded by: Councillor Haswell

**THAT Grey County proceed with implementing a smoke free building policy within Grey County Housing buildings.**

Carried

SSC19-13 Moved by: Councillor Fitzgerald Seconded by: Councillor Anderson

**THAT Report HDR-SS-04-13 regarding fire safety be received for information.**

Carried

## Reports – Social Services

*SSR-SS-04-13 New Child Care Funding*

Kathryn MacMurdo addressed the above noted report and informed the Committee that the County has received notice there will be a reduction to the level of child care funding and that a new funding formula for allocations will be introduced. It was stated that the County will receive mitigation funding in the amount of $2,048,939.00 over the next four years to assist during the structural shift. Staff are seeking further clarification on the details of the funding decrease from the Ministry of Education.

Ms. MacMurdo noted that there is an additional report forthcoming in February on this matter.

SSC20-13 Moved by: Councillor Anderson Seconded by: Councillor Fitzgerald

**THAT Report SSR-SS-04-13, regarding new child care funding for 2013, be received for information.**

Carried

## Closed Meeting Matters

There were none.

## Other Business

Chair Burley confirmed with the Committee whether a request for a delegation at the OGRA/ROMA Combined Conference is desired, however the Committee concurred that a private meeting with the Minister of Education to discuss issues related to the new child care funding formulas outside of the OGRA / ROMA conference would be beneficial.

## Next Meeting Dates

**February 13, 2013**

On motion by Councillor Milne, the meeting adjourned at 11:59 a.m.

Dwight Burley, Chair