

Windsor, Ontario September 26, 2014

A meeting of the **Committee of Management for Huron Lodge Long Term Care Home** is held this day commencing at 9:00 o'clock a.m. in the Huron Lodge Conference Room, there being present the following members:

Councillor Bill Marra, Chair  
Councillor Hilary Payne

**Regrets received from:**

Councillor Ron Jones

**Also present are the following resource personnel:**

Alina Sirbu, Executive Director of LTC Administrator Huron Lodge  
Mary Bateman, Manager Program Services  
Jelena Payne, Community Development & Health Commissioner  
Karen Kadour, Committee Coordinator

**1. CALL TO ORDER**

The Chair calls the meeting to order at 9:05 o'clock a.m. and the Committee of Management considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

**2. ADOPTION OF THE MINUTES**

As Councillor Payne was not present at the June 6, 2014 meeting of the Committee of Management for Huron Lodge, the approval of the minutes is deferred to the December 5, 2014 meeting.

**3. DISCLOSURE OF PECUNIARY INTEREST**

None disclosed.

**4. MOTION TO MOVE IN CAMERA**

Verbal Motion is presented by Councillor Payne, seconded by Councillor Marra, to move In Camera at 9:07 o'clock a.m. for discussion of the following items:

Item No.	Subject	Section Pursuant to Municipal Act 2001, as amended
4.1	Personal matter about an identifiable individual, including municipal or local board employees	s. 239(2)(b)

**Motion Carried.**

Discussion on the items of business.

**5. MOTION TO MOVE BACK INTO REGULAR SESSION**

**Moved by Councillor Payne, seconded by Councillor Marra, to move back into public session at 9:22 o'clock a.m.**

**Motion Carried.**

**Moved by Councillor Payne, seconded by Councillor Marra, That the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In Camera Committee of Management for Huron Lodge Long Term Care Home held September 26, 2014 at the next regular meeting.**

Moved by Councillor Payne, seconded by Councillor Marra,

That the verbal In Camera report relating to the personal matter about an identifiable individual, including municipal or local board employees **BE RECEIVED** and further, that Administration **BE AUTHORIZED** to proceed in accordance with the verbal direction of the Committee of Management for Huron Lodge Long Term Care Home.

Carried.

**6. ADMINISTRATOR'S REPORT**

A. Sirbu indicates a second teleconference was held on July 25, 2014 with representatives from both the Ministry of Health and Long Term Care (MOHLTC) and the Integrated Assessment Project (IAR). During the discussion, the City of Windsor's Legal Department suggested a letter be received from the Ministry mandating Huron Lodge's participation or, that some amendments be made to the Data Sharing Agreement (DSA) to address concerns raised by the City's Legal Department.

J. Payne states the IAR is essentially at a standstill and notes the Legal Department is asking that the Ministry mandates opting into the IAR either through the LHIN or the Ministry of Health and Long Term Care. Conversely, it is suggested the agreement be amended between the City of Windsor and the third party to not provide resident information beyond the MOHLTC. Councillor Payne states the latter is totally contrary to privacy legislation.

Moved by Councillor Payne, seconded by Councillor Marra,  
That the Administration's approach relating to the participation in the Integrated Assessment Project and the Data Sharing Agreement **BE SUPPORTED.**  
Carried.

A. Sirbu provides the following information as it relates to the Resident Quality Inspection:

- One hundred new inspectors have been hired.
- Annual inspection will attend Huron Lodge for 5 to 10 days. Both residents and staff interviews will take place (stage 1)
- A "practice dry run" with staff is conducted prior to the inspection.
- Annual inspection is random.
- Inspectors endeavour to not disrupt services and quality of care.
- Following the inspection, an exit interview will be conducted.

J. Payne advises the inspection conducted at Sun Parlour received media attention by the Windsor Star.

A. Sirbu states the development of a Quality Improvement Plan (QIP) will dovetail with the Strategic Plan and will support reporting requirements to the Ministry for April of 2015. In conjunction with the QIP requirements, this will support and enhance the CARF (Commission on Accreditation of Rehabilitation Facilities) accreditation.

A. Sirbu indicates currently, the Erie-St. Clair LHIN is placing an emphasis on BSO programs (Behavioral Support Ontario) and approaches in addressing responsive behaviors in long term care. As there will be no extra funding, the local LHIN is reviewing and revamping the current process. Ever increasing responsive behaviors are being experienced in long term care and supportive tools/processes are being stretched with the challenge to maximize resources among all long term care homes.

Moved by Councillor Payne, seconded by Councillor Marra,  
That the report of the Administrator of Huron Lodge entitled "Huron Lodge Long Term Care Home - Administrator's Report to the Committee of Management" dated September 15, 2014 relating to resident care, the Ministry of Health and Long Term Care, the Local Health Integration Network and other initiatives that impact the Long Term Care sector **BE RECEIVED.**  
Carried.

## 7. COMMUNICATIONS INFORMATION PACKAGE

Moved by Councillor Payne, seconded by Councillor Marra,  
That the following communications **BE RECEIVED** for information:

1. Ministry of Health & Long-Term Care - Long Term Care Home System Report as of October 31, 2013

2. CARF International - Accreditation Letter
3. Family Member - Acknowledgement Letter from Family Member
4. OANHSS - Board Meeting Summary Report
5. OANHSS - 2013 Annual Report
6. OANHSS - Article : Municipal Delivery of Long Term Care Services
7. Ontario Seniors' Secretariat - Independence, Activity and Good Health Ontario's Action Plan for Seniors
8. OANHSS - 2012 OANHSS Benchmarking Report - LTC Functional Area Analysis
9. OANHSS - 2012 OANHSS Benchmarking Report - LTC Estimated Hourly Wages..

Carried.

**8. NEXT MEETING**

The next meeting will be held on December 5, 2014 at 9:00 o'clock a.m. in the Huron Lodge Conference Room.

**9. ADJOURNMENT**

There being no further business, the meeting is adjourned at 10:05 o'clock a.m.

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CHAIR

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COMMITTEE COORDINATOR

**COMMITTEE OF MANAGEMENT  
 FOR HURON LODGE LONG TERM CARE HOME  
 FRIDAY, SEPTEMBER 26, 2014 - 9:00 A.M.  
 HURON LODGE CONFERENCE ROOM**

- 1.) CALL TO ORDER
- 2.) ADOPTION OF THE MINUTES DATED JUNE 6, 2014 AS ATTACHED
- 3.) DISCLOSURE OF PECUNIARY INTEREST
- 4.) MOTION TO MOVE IN-CAMERA

Subject	Section Pursuant to Municipal Act 2001, as amended
Personal matters about an identifiable individual, including municipal or local board employees	s. 239 (2)(b)

- 5.) MOTION TO MOVE BACK INTO REGULAR SESSION
- 6.) ADMINISTRATOR'S REPORT
- 7.) COMMUNICATIONS INFORMATION PACKAGE
- 8.) NEXT MEETING - December 5, 2014  
Huron Lodge Conference Room
- 9.) ADJOURNMENT