

Adopted by Council at its meeting held February 4, 2013 [M45-2013]

AA/

Windsor, Ontario, February 4, 2013

**REPORT NO. 136 of the
SOCIAL DEVELOPMENT,
HEALTH & CULTURE STANDING COMMITTEE**
of its meeting held January 9, 2013

Present: Councillor Ed Sleiman, Chair
Councillor Jo-Anne Gignac
Councillor Alan Halberstadt
Councillor Fulvio Valentinis

Regrets: Councillor Percy Hatfield

That the following recommendation of the Social Development, Health and Culture Standing Committee **BE APPROVED** as follows:

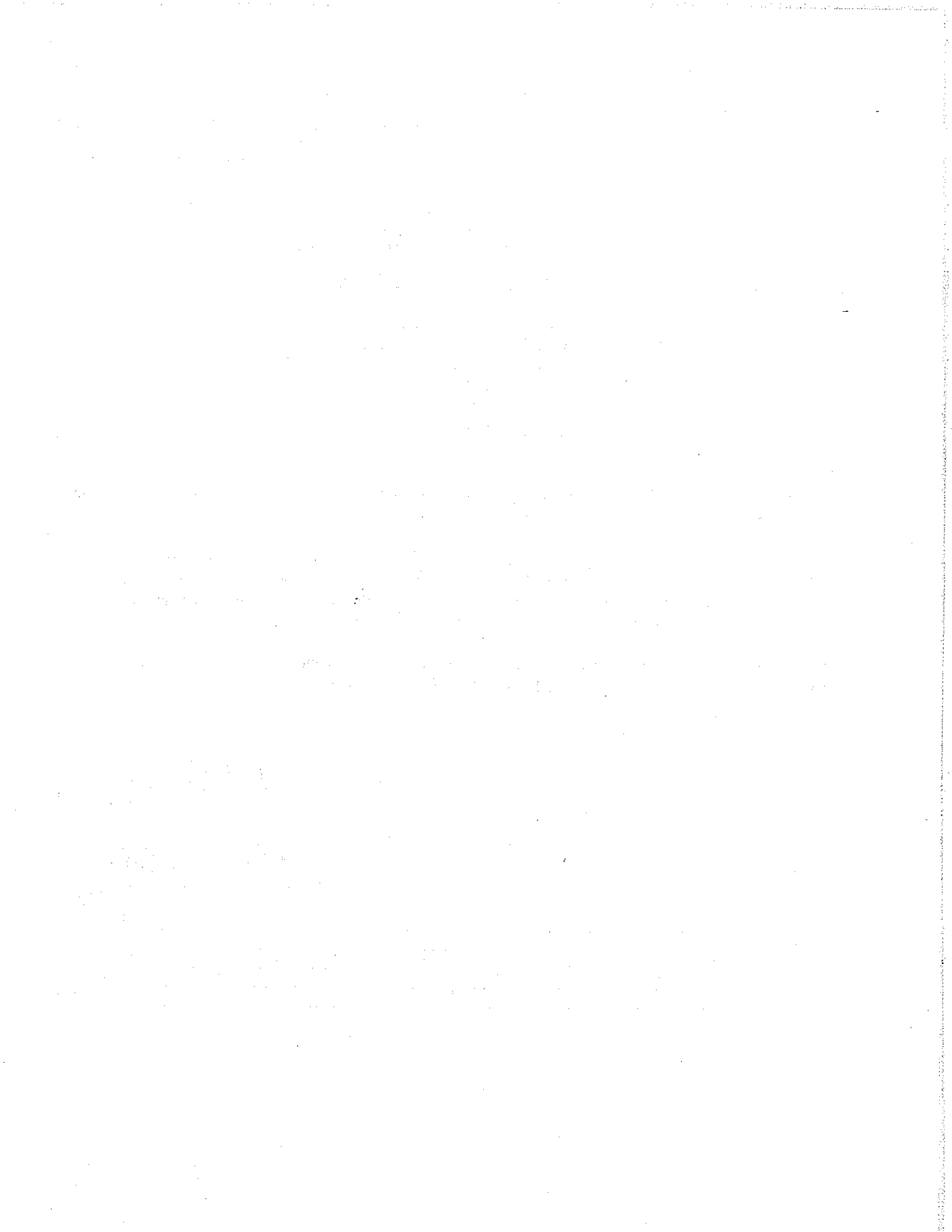
Moved by Councillor Halberstadt, seconded by Councillor Gignac,
THAT the minutes of the Committee of Management for Huron Lodge Long Term Care Home meeting held September 27, 2012 **BE RECEIVED** for information.
Carried.

Clerk's Note: The minutes of the meeting of the Committee of Management for Huron Lodge Long Term Care Home held September 27, 2012 are attached as background information.


CHAIRPERSON


DEPUTY CITY CLERK

NOTIFICATION:		
Name	Telephone	Email



KK/
Windsor, Ontario September 27, 2012

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, 1881 Cabana Road West, 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:

Joe Baker, Project Administrator
Lucie Lombardo, Executive Director, LTD Administrator, Huron Lodge
Karen Kadour, Committee Coordinator

1. **CALL TO ORDER**

The Chair calls the meeting to order at 9:07 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. **MOTION TO APPROVE THE AGENDA**

Moved by Councillor Payne, seconded by Councillor Marra,
That the Agenda for the meeting of the Committee of Management for Huron Lodge Long Term Care Home held September 27, 2012 **BE APPROVED**.
Carried.

3. **ADOPTION OF THE MINUTES**

Moved by Councillor Payne, seconded by Councillor Marra,
That the minutes of the Committee of Management for Huron Lodge Long Term Care Home at its meeting held June 11, 2012 **BE DEFERRED** to the December 10, 2012 meeting as Councillor Payne was not present at the June 11, 2012 meeting.
Carried.

4. **DISCLOSURE OF PECUNIARY INTEREST**

None disclosed.

5. **HURON LODGE – PROJECT UPDATE**

The report of the Project Administrator dated September 21, 2012 entitled "Project Update Report – September 2012" is distributed and attached as Appendix "A".

J. Baker advises City Council approved a project budget in the amount of \$340,000 on March 28, 2012 (CR100/2011) for mechanical systems upgrades to correct priority deficiencies throughout Huron Lodge. Specifically, these deficiencies are related to health and safety items such as exhausting fumes, controlling water temperature, and unreasonable discomfort items such as high humidity and temperature control. Subsequently, the Committee of Management approved two separate expenditures in the amount of \$12,073.58 and \$86,393.16 to address humidity and air exchange problems in each of the four pantries.

J. Baker states work on the Mechanical Systems Upgrade Project began April 2011 and is essentially complete with the exception of the design and installation of two expansion tanks for the domestic hot water systems. It was determined this additional work was required as the expansion tanks are needed to control pressure fluctuations in the hot water systems and to enable the newly installed mixing valves to operate as intended. Since this was not part of the original design scope, James A. Smith Engineering Ltd. has been awarded the works under sole source and their design will begin shortly.

J. Baker reports work on the Pantry HVAC Upgrades Project began in June 2012 and is now complete.

Moved by Councillor Payne, seconded by Councillor Marra,

1. That the Project Update Report – September 2012 for Huron Lodge Redevelopment Project **BE RECEIVED** for information.
2. That the Committee of Management/Steering Committee **PRE-APPROVE** an expenditure to undertake the installation of two (2) new expansion tanks along with associated works provided the cost does not exceed the remaining budget of \$31,896 to correct priority deficiencies; to be funded from Project ID# 7034195.
Carried.

6. MOTION TO MOVE IN-CAMERA

Verbal Motion is presented by Councillor Payne, seconded by Councillor Marra to move In Camera at 9:16 o'clock a.m. for discussion of the following item:

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

Motion Carried.

Discussion on the item of business.

7. MOTION TO MOVE BACK INTO REGULAR SESSION

Verbal Motion is presented by Councillor Payne, seconded by Councillor Marra to move back into public session at 9:35 o'clock a.m.

Motion Carried.

Moved by Councilor 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 27, 2012 at the next Regular Meeting.

Moved by Councillor Payne, seconded by Councillor Marra,
That the confidential verbal report of the Committee of Management for Huron Lodge Long Term Care Home relating to the personal matters 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.

8. ADMINISTRATOR'S REPORT

L. Lombardo reports the 2012 Second Quarter Operating Budget Variance Report was reviewed by City Council at its meeting held August 7, 2012. She notes as of this date, there is no projected deficit.

L. Lombardo succinctly provides the following overview relating to the Administrator's Report:

- The Windsor-Essex County Health Unit visited Huron Lodge for an inspection on June 14, 2012 and all items were satisfactory.
- The Erie St. Clair LHIN has initiated an education/training program for the Erie St. Clair OHIN providers. The training will be held August 20-21, 2012 from 8:30 am. to 4:30 p.m. in Chatham. This training will provide clinical core competencies and knowledge as it pertains to older adults with responsive behaviors.
- The Long-Term Care Sector in Essex County has forwarded two plans; one for the county to receive the support of a Nurse Lead Program as has already been rolled out in the Windsor area and, to pursue the opportunities of a mobile x-ray for the LHIN.
- The Ministry of Health has appointed Dr. Samir Sinha, an Expert Lead to assist with the Provincial Seniors Care Strategy. This is a strategy to gather input from patients, families and caregivers in developing a program which will assist older Ontarians aged 65 and older to stay healthy, live at home longer and receive the right care at the right time in the right place.
- The LHIN's continue to have responsibility under the Local Health Systems Integration Act, 2006 to have a service accountability agreement (SAA) in place with each Health Care Service Provider (HSP). The current long-term care accountability agreement L-SAA expires on March 31, 2013 for all long-term care homes in Ontario. The next L-SAA will cover April 1, 2013 to March 31, 2016.
- Long-term care homes have been provided with information that the Long-Term Care Home Annual Report for 2011 must be completed by September 30, 2012.
- Huron Lodge completed its third annual OANHSS benchmarking survey. This survey collects, analyzes and reports a comprehensive range of relevant measures for non-profit long-term care.
- A thank you letter was forwarded to volunteers and Huron Lodge Auxiliary for the many fundraising initiatives at Huron Lodge.
- An Auditor from KPMG will conduct an audit review of Huron Lodge from September 4-7, 2012.

Moved by Councillor Payne, seconded by Councillor Marra,

That the report of the Administrator of Huron Lodge dated August 7, 2012 entitled "Huron Lodge Long Term Care Home - Administrator's Report to the Committee of Management" providing the Committee of Management with an update regarding issues relating to resident care, the Ministry of Health, the Local Health Integration Network and other initiatives that impact the Long Term Care sector **BE RECEIVED** for information.

Carried.

9. HURON LODGE QUALITY IMPROVEMENT PROGRAM

L. Lombardo advises the Long Term Care Homes Act, 2007 - O. Reg. 79/10 under Section 84 and O. Reg. 79/10 Section 228 outlines steps to ensure continuous

quality improvement programs for long-term care homes. The Ministry of Health encourages long-term care homes to establish continuous quality improvement programs that monitor, evaluate, and review quality protocols and activities on an ongoing basis. This allows the home to ensure that their mission, philosophies and goals that are in place are continuously improved as required.

Moved by Councillor Payne, seconded by Councillor Marra,
That the report of the Administrator Huron Lodge dated August 7, 2012 entitled "Huron Lodge Continuous Quality Improvement Program" **BE RECEIVED** for information.

Carried.

10. HURON LODGE PROCEDURE REVIEW

Moved by Councillor Payne, seconded by Councillor Marra,
That the report of the Administrator Huron Lodge dated August 7, 2012 entitled "Huron Lodge Procedure Review" that outlines the steps taken in 2012 to ensure procedures had been reviewed in accordance with various Acts and Regulations **BE RECEIVED** for information.

Carried.

11. DELEGATION OF AUTHORITY REPORT

Moved by Councillor Payne, seconded by Councillor Marra,
That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to execute an amendment to the current agreement with Centric Health for the provision of occupational therapy services to the residents of Huron Lodge until such time as the current service agreement expires and a Request for Proposal is completed for physiotherapy services along with occupational therapy services, and further, that this amendment shall be satisfactory in legal content to the City Solicitor in financial content to the City Treasurer, and in technical content to the Executive Director Long Term Care, Administrator of Huron Lodge.

Carried.

12. COMMUNICATIONS

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

1. Windsor Essex County Health Unit – Inspection Report
2. Local Health Integration Network (LHIN) – July 19 – News Release and June 26, 2012 Board Meeting Highlights
3. Ministry of Health (MOH) – Previously Communicated Funding Increases

4. LHIN – Leadership Council Agenda and Action Plan Format
5. MOH – Provincial Compensation Framework
6. MOH – Staffing Survey Report
7. MOH Management Information System – 2012/13 Submission Information
8. MOH – Financial Management Branch – 2011 LTC Home Annual Report – Deadline Date
9. MOH – A Guide to the LTCHA Act, 2007 and Regulation 79/10
10. MOH - Executive Summary – LTC Task Force on Resident Care and Safety
11. Administrator, Huron Lodge – Thank you letter to Huron Lodge Auxiliary & Fundraising Volunteers
12. Ontario Association of Non-Profit Homes and Services for Seniors – Huron Lodge Benchmarking Submission
13. Health Quality Ontario – 2012 Report on Ontario’s Health System
14. LHIN – Behavioural Support Ontario (BSO) - Update

13. DATE OF NEXT MEETING

The next meeting will be held on Monday, December 10, 2012 at 9:00 a.m. in the Huron Lodge Conference Room.

14. ADJOURNMENT

There being no further business, the meeting is adjourned at 9:57 o'clock a.m.

CHAIR

COMMITTEE COORDINATOR

**COMMITTEE OF MANAGEMENT
FOR HURON LODGE LONG TERM CARE HOME
THURSDAY, SEPTEMBER 27, 2012
9:00 O'CLOCK A.M.
HURON LODGE CONFERENCE ROOM**

- 1.) CALL TO ORDER
- 2.) MOTION TO APPROVE THE AGENDA
- 3.) ADOPTION OF THE MINUTES DATED JUNE 11, 2012 AS ATTACHED
- 4.) DISCLOSURE OF PECUNIARY INTEREST
- 5.) HURON LODGE - PROJECT UPDATE
- 6.) 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)

- 7.) MOTION TO MOVE BACK INTO REGULAR SESSION
- 8.) ADMINISTRATOR'S REPORT
- 9.) HURON LODGE QUALITY IMPROVEMENT PROGRAM
- 10.) HURON LODGE PROCEDURE REVIEW
- 11.) DELEGATION OF AUTHORITY REPORT - Provided for Information
 - CAO2067 - Approval of the addition of occupational therapy services for Huron Lodge by Centric Health
- 12.) COMMUNICATIONS
- 13.) NEXT MEETING - Monday, December 10, 2012 - 9:00 a.m.
Huron Lodge Conference Room

