

**CASSELLHOLME
BOARD OF MANAGEMENT MEETING**



THURSDAY FEBRUARY 22, 2018

MINUTES

Date: February 22, 2018

Location: Cassellholme Garden Room

Present: Chris Mayne
Mark King
Sherry Culling
Walter Ross
Tamela Price-Fry
Dean Backer

Staff: Jamie Lowery, Chief Executive Officer
Richard Campbell, Chief Financial Officer
Julie Pilkey, Recording Secretary

Guest:

Regrets: Tanya Vrebosch

	ITEM	ACTION
A. CALL TO ORDER		
	<p><i>“Moved by Dean Backer and seconded by Tamela Price-Fry that the meeting be called to order at 5:08 p.m.”</i></p> <p>Res. #08-18 <u>Carried</u></p>	
1. Approval of Agenda		
	<p>Add Agenda Item 7.2 – Motion to approve Tanya Vrebosch’s Maternity Leave of Absence</p> <p><i>“Moved by Mark King and seconded by Sherry Culling that the agenda for this meeting be approved as amended.”</i></p> <p>Res. #09-18 <u>Carried</u></p>	
2. Conflict of Interest		
	<p><i>“Moved by Walter Ross and seconded by Dean Backer that no member present has declared a conflict of interest.”</i></p> <p>Res.#10-18 <u>Carried</u></p>	
3. Approval of Minutes		
	<p>3.1 Approval of Minutes of the Regular Meeting held on January 25, 2018</p> <p><i>“Moved by Tamela Price-Fry and seconded by Mark King that the minutes of the Regular Meeting held on January 25, 2018, be adopted as presented.”</i></p> <p>Res.#11-18 <u>Carried</u></p>	

4. Business Arising

4.1 Redevelopment

Jamie Lowery and Jacque Dupuis (Au Chateau) attended a meeting in Toronto on Feb. 13/18 to present the redevelopment model. They were told it could take one year to receive money.

Jamie met with Ontario Minister Eric Hoskins office the following day to address his concerns.

Jamie received an email committing to giving a lump sum amount upfront to save money. A request to honor the original 2012 rules for redevelopment and interest rates was also noted.

BDO will prepare the financials to explain the savings. The development agreement could be approved within a month, hopefully by March 8/18.

Phase one of the redevelopment can be completed using the lump sum dollars, without using municipal dollars. Financing would begin after that time.

Jamie is preparing packages that will explain and answer all concerns and questions. Packages will be given to Cassellholme's Board of Management then mailed to the Municipalities. A meeting will be arranged for all the Municipalities to attend and ask questions. The package will then be made public on the Cassellholme Website as well as a Press Release.

5. Cassellholme Operations

Ric noted the Budget has been passed.

Cassellholme recently held a Job Fair on Feb. 7/18. The Fair was well attended. Unfortunately there were no suitable RNs. RN schedules are temporarily back to 12 hour shifts to ensure coverage. Clinical Services is looking at alternatives. One option is hiring RPNs as Nurse Managers.

6. Community Support Services

10 employees have been hired as Homemakers for the Home Support Program. All 330 clients have been contacted with 120 accepting services at \$7.00/per hour. Services do not include PSW duties. The Program will begin next week.

The number one service requested is lawn care and snow shoveling. The Home Help Program is looking at restructuring services to allow lawn care and snow shoveling at the same rate of \$7.00/per hour. The current Maintenance Program charges clients directly from the service provider, at their rates. Clients on fixed incomes cannot afford these rates.

Jamie has contacted the LHIN for information on hiring International applicants. Contracts for hiring come with a 3 year commitment to employment.

7. New Business

7.1 Request for New Beds

The Expression of Interest (EOI) application closes tomorrow, Feb. 23, 2018.

Jamie circulated a report to all Board Members on the impact of additional beds in addition to the approved 8 beds added, as per the capital plan.

Jamie noted the importance of ensuring the number of beds is warranted now and long term.

Jamie reviewed the analysis from the LHIN, reporting the population numbers for the North, as well as medical and mental health.

Nipissing First Nations will be sending a letter to Cassellholme's Board of Management requesting a Unit for their First Nations cliental.

"Moved by Sherry Culling and seconded by Tamela Price-Fry that the CEO be authorized to submit a proposal for an additional 16 beds for a total of 264 beds from the original 240 beds, plus 8 beds for specialized care, and that the operation and capital funding would apply to the remaining Cassellholme Municipal Partners only."

Res.#12-18

Carried

	<p align="center">7.2 Approval for Tanya Vrebosch’s Leave of Absence</p> <p><i>“Moved by Dean Backer and seconded by Mark King that Board Member Tanya Vrebosch be placed on a leave of absence for a period of 6 months, based on a personal leave, effective February 22, 2018.”</i></p> <p>Res.#13-18 <u>Carried</u></p> <p>Flowers will be sent to Tanya Vrebosch from the Board of Management to congratulate and welcome her new baby girl.</p>	Julie
B. CORRESPONDENCE		
	No Correspondence	
C. REQUEST FOR FUTURE AGENDA ITEMS		
	No items noted	
D. DATE OF NEXT MEETING		
	March 29, 2018 – Regular Board Meeting, Cassellholme Garden Room	
E. ADJOURNMENT		
	<p><i>“Moved by Sherry Culling and seconded by Mark King that the meeting be adjourned at 6:15 p.m.</i></p> <p>Res. 14-18 <u>Carried</u></p>	

Secretary

Chairman