

Thursday, June 25, 2020

MINUTES

Date: June 25, 2020

Location: ZOOM Meeting

Present: Chris Mayne
 Mark King
 Terry Kelly
 Dean Backer
 Sherry Culling

Staff: Jamie Lowery, CEO
 Billy Brooks, Finance Manager
 Angie Punnett, Director of Operations
 Julie Pilkey, Recording Secretary

Regrets: Tanya Vrebosch

Guests:

	ITEM	ACTION
A.	CALL TO ORDER	
	<p><i>“Moved by Dean Backer and seconded by Terry Kelly that the meeting be called to order at 5:18 p.m.”</i></p> <p>Res. #26-20 <u>Carried</u></p>	
	1. Welcome Back to the Board of Management – Sherry Culling	
	The Board of Management welcomed Sherry Culling back to the Board of Management for Cassellholme. Sherry’s Public Appointment term is effective June 11, 2020 for one(1) year.	
	2. Approval of Agenda	
	<p><i>“Moved by Terry Kelly and seconded by Sherry Culling that the agenda for this meeting be approved presented.”</i></p> <p>Res. #27-20 <u>Carried</u></p>	
	3. Conflict of Interest	
	<p><i>“Moved by Sherry Culling and seconded by Dean Backer that no member present has declared a conflict of interest.”</i></p> <p>Res. #28-20 <u>Carried</u></p>	
	4. Approval of Minutes	
	<p>3.1 Approval of Minutes of the Regular Meeting held on May 28, 2020</p> <p><i>“Moved by Mark King and seconded by Dean Backer that the minutes of the Regular Meeting held on May 28, 2020, be adopted as presented.”</i></p> <p>Res. #29-20 <u>Carried</u></p>	

5. Business Arising		
	No business arising	
6. Cassellholme Operations		
	<p>6.1 COVID-19 Update All staff and resident screening continues. Staff are screened at the beginning and end of their shifts. Resident temperatures are taken twice daily. Staff swabbing is mandated for every 2 weeks now. The next swab testing is tomorrow, June 26/20. Virtual visits, window visits are ongoing. Tents have been set up in the oval garden to host outdoor visits. Visitors must confirm they have been tested within the last 2 weeks, wear a mask and remain 6 feet apart. Residents are being accepted from the hospital and community. They will be put in the isolation unit for 2 weeks before moving to the room. New directives state no wards allowed in long-term care homes. This is a loss of 84 beds in the Northern Region. Staff are being reminded to diligent with their PPE and continue wearing it properly. Cassellholme is using the Bus to transport residents to and from the hospital and appointments to social distance.</p> <p>6.2 Lady Isabelle New name – Trout Creek Senior Living. Operational plan to be put in place, buy new beds, train staff. Goal is 3-5 weeks to have residents move in. Billy to have a budget for approval from the Board. New directives to eliminate wards has decreased the number of beds from 66 to 48.</p> <p>6.3 Financial update (Billy Brooks) Billy provided a power point presentation to review the budget. No concerns. Reminder to email the Board for the full names, addresses, etc. for the CRA. Billy to send a letter to the bank to increase the payroll limit due to the increase in Covid pandemic pay.</p>	Julie Billy
7. Redevelopment		
	<p>7.1 Redevelopment Update Plans submitted. Ministry requesting a systems plan. They now want to know exactly where furniture will be placed in rooms. Was not formally in any document to include this information. Dave to update drawings and resubmit and have tender documents ready.</p>	
8. Community Support Services		
	Summer students have started and are doing lawn maintenance for clients in the community, Cassellholme, and Castle Arms.	
9. New Business		
	No new business noted	
B. CORRESPONDENCE		
	B.1 Email from a Family Member – daughter thinks Cassellholme is doing an amazing job and proud to have Cassellholme Hero's looking after dad.	
C. REQUEST FOR FUTURE AGENDA ITEMS		
	No items noted	

D. DATE OF NEXT MEETING		
	Thursday September 24, 2020 @ 5:00 p.m. – or at the call of the Chair.	
E. ADJOURNMENT		
	<p><i>“Moved by Dean Backer and seconded by Sherry Culling that the meeting be adjourned at 6:10 p.m.”</i></p> <p>Res. #30-20 <u>Carried</u></p>	

Secretary

Chairman