

THURSDAY, OCTOBER 22, 2020

MINUTES

Date: Thursday October 22, 2020

Location: ZOOM Meeting

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

Staff: Jamie Lowery, CEO
 Billy Brooks, Finance Manager
 Julie Pilkey, Recording Secretary

Regrets: **Guests:** Blanche-Hélène Tremblay (Family Council)

	ITEM	ACTION
A.	CALL TO ORDER	
	<p><i>"Moved by Terry Kelly and seconded by Dean Backer that the meeting be called to order at 6:11 p.m."</i></p> <p>Res. #50-20 <u>Carried</u></p>	
	1. Approval of Agenda	
	<p>Remove 5.3 – Proposed Operating Budget for 2021 Add: 5.3 – Draft Letter to the Municipalities</p> <p><i>"Moved by Tanya Vrebosch and seconded by Terry Kelly that the agenda for this meeting be approved, as amended."</i></p> <p>Res. #51-20 <u>Carried</u></p>	
	2. Conflict of Interest	
	<p><i>"Moved by Dean Backer and seconded by Sherry Culling that no member present has declared a conflict of interest."</i></p> <p>Res. #52-20 <u>Carried</u></p>	
	3. Approval of Minutes	
	<p>3.1 Approval of Minutes of the Regular Meeting held on September 24, 2020</p> <p><i>"Moved by Mark King and seconded by Sherry Culling that the minutes of the Regular Meeting held on September 24, 2020, be adopted as presented."</i></p> <p>Res. #53-20 <u>Carried</u></p>	

4. Business Arising

Jamie noted the estimated cost to replace the transfer switch for the generator will be \$10,000. Replacement is scheduled for some time in the next couple of weeks.

5. Cassellholme Operations

5.1 COVID-19 Update

Jamie noted the ministry directives are changing daily. Visitation has changed to include essential visitors, essential caregivers, and general visitors in the building. Visits must be pre-scheduled. All screening is completed upon entry and exit, hand-hygiene and masks. There is zero tolerance for visitors not following PPE procedures.

Residents are able to go out for appointments and personal leave. A tracking sheet is completed upon return.

Receiving pressure from the hospital to take more residents. Isolation takes 2 weeks before a resident can be transferred to their room.

If needed, Plan A will be used to hire additional staff to work the isolation unit, using COVID funding.

Currently there are 13 PSW vacancies due to COVID, daycare, compromised family. There are 10 staff who can't work while attending Canadore classes. Concerns with Government incentive of \$5000.00 to hire full-time PSW's. Conflicts with Union contract and the Collective Agreement.

The Social Club is preparing to host a Virtual Staff Christmas Party this year using Zoom. Announcement to go out shortly to staff. Management is also planning a Christmas Dinner for staff.

Flu shot clinics have begun.

Visitor COVID testing continues every 2 weeks, alternating with staff, every 2 weeks. All visitors must attest to having a negative COVID test within the last 2 weeks prior to entering.

5.2 Financial Report – 2020 Q3 – YTD

Billy provided a PowerPoint presentation. Printouts available, if requested.

CONFLICT OF INTEREST – Tanya Vrebosch has declared a Conflict of Interest.

“Moved by Mark King and seconded by Sherry Culling that the Board approve the Cassellholme Financial Report – 2020 Q3-YTD, as presented.”

Res. #54-20

Carried

5.3 Letter to the Municipalities

Billy presented a draft, 11 page, letter that will be sent to the Municipalities explaining the current infrastructure situation of Cassellholme. BDO is assisting with the wording.

6. Redevelopment

6.1 Redevelopment Update

The final report was signed and received. Tenders have gone out, as well as a news release by the Province and Cassellholme.

Dave is preparing for site tours with potential contractors, beginning Nov.2/20. Must have COVID test, in-service, and be escorted while in the building.

Approximately 6 more weeks to find out who won the tender.

7. Community Support Services

7.1 CSS Recap for YTD – April, 2020 – September 30, 2020

Currently there are 289 people on the waitlist for housekeeping services due to lack of money. Petitioning the LHIN for more funding.

	<p>5 more PSW's have been hired. OHT pushing to create services before crisis.</p> <p><i>"Moved by Sherry Culling and seconded by Dean Backer that the Board approve the CSS Recap for YTD - April 1/20 - September 30/20, as presented."</i></p> <p>Res. #55-20 <u>Carried</u></p>	
8. New Business		
	No new business noted	
B. CORRESPONDENCE		
	No correspondence noted	
C. REQUEST FOR FUTURE AGENDA ITEMS		
	Add Lady Isabelle to next meeting	
D. DATE OF NEXT MEETING		
	Thursday November 26, 2020 @ 5:00 p.m. - or at the call of the Chair.	
E. ADJOURNMENT		
	<p><i>"Moved by Terry Kelly and seconded by Tanya Vrebosch that the meeting be adjourned at 7:25 p.m."</i></p> <p>Res. #56-20 <u>Carried</u></p>	

Secretary

Chairman