

**MINUTES OF THE
CASSELLHOLME
EAST NIPISSING DISTRICT HOME FOR THE AGED
BOARD OF MANAGEMENT MEETING**

Date: February 5, 2015

Location: Castle Arms Board Room

Present: Chris Mayne
Tanya Vrebosch
Mark King
Walter Ross

Staff: Jamie Lowery, Chief Executive Officer
Richard Campbell, Chief Financial Officer
Gerri-Lyn Ciccirelli, Recording Secretary

Regrets: Dean Backer

	ITEM	ACTION
A.	CALL TO ORDER	
	<p><i>“Moved by Tanya Vrebosch and seconded Mark King that the meeting be called to order at 5:37 p.m.</i></p> <p>Res.#01-15 <u>Carried</u></p>	
1.	APPROVAL OF AGENDA	
	<p><i>“Moved by Mark King and seconded by Walter Ross that the amended agenda for this meeting be approved as presented.”</i></p> <p>Res.#02-15 <u>Carried</u></p>	
2.	CONFLICT OF INTEREST	
	<p><i>“Moved by Mark King and seconded by Chris Mayne that no member present has declared a conflict of interest.”</i></p> <p>Res.#03-14 <u>Carried</u></p>	
3.	ELECTION OF OFFICERS	
	<p>1. Chair</p> <p><i>“Moved by Tanya Vrebosch and seconded by Mark King that Chris Mayne be elected Interim Chair of the Cassellholme Board of Directors.”</i></p> <p>Res.#04-14 <u>Carried</u></p> <p>2. Vice-Chair</p> <p><i>“Moved by Mark King and seconded by Chris Mayne that Tanya Vrebosch be elected Interim Vice Chair of the Cassellholme Board of Directors.”</i></p>	

	<p>Res. #05-15 <u>Carried</u></p> <p>3. Treasurer</p> <p><i>“Moved by Mark King and seconded by Chris Mayne that Walter Ross be elected Interim Treasurer of the Cassellholme Board of Directors.”</i></p> <p>Res. #06-15 <u>Carried</u></p>	
4.	APPROVAL OF MINUTES	
	<p>4.1 Minutes of the Regular Meeting of November 19, 2014</p> <p><i>“Moved by Richard Campbell and seconded by Chris Mayne that the minutes of the Regular Meeting held on December 17, 2014, be adopted as presented.”</i></p> <p>Res.# 07-15 <u>Carried</u></p>	
5.	CASSELLHOLME OPERATIONS	
	<p>5.1 CEO Report</p> <p>CEO, Jamie Lowery, presented the CEO report. Upon review, an update on the current respiratory outbreak was provided.</p> <p>5.2 Process and Systems Review</p> <p>Mr. Lowery advised that the Board that he has had an opportunity to review contracts, internal processes and several other areas in the Home. He reported that changes will be implemented which include a cultural shift, transparency and team building. Mr. Lowery has also met with the Unions, created a Resolution Committee and will be centralizing the hiring process. Mr. Lowery stated that union members and staff seem to be on board with the impending changes.</p> <p>5.3 Long-Term Care Accountability Agreement - Amendment</p> <p>Mr. Lowery provided a brief summary of the amendment to Cassellholme’s current Accountability Agreement with the North East LHIN. Upon review, the Board approved the amendment for signature by the Board Chair and return to the North East LHIN.</p>	
6.	COMMUNITY SUPPORT SERVICES	
	<p>6.1 Q3 CSS Report</p> <p>Mr. Campbell presented the Q3 Community Support Services Report noting that we are currently underbudget however, this amount will likely be used up through an accrual. As well, Cassellholme received additional funding at the end of January, some of which will be used.</p>	

7.	IN CAMERA SESSION	
	<p>7.1 In-Camera Session</p> <p><i>“Moved by Walter Ross and seconded by Tanya Vrebosch that the Board proceed to an In-Camera Session at 6:05 p.m.</i></p> <p>Res.#08-15 <u>Carried</u></p> <p><i>“Moved by Tanya Vrebosch and seconded by Mark King that the In-Camera session be adjourned at 7:00 p.m.</i></p> <p>Res.# 09-15 <u>Carried</u></p> <p>As a result of the In-Camera Session, the following motions were passed:</p> <p><i>“Moved by Mark King and seconded by Walter Ross that the Board approve that all municipalities and levied partners of the Cassellholme Board receive copies of the Board Meeting minutes for distribution to their respective councils.”</i></p> <p>Res.#10-15 <u>Carried</u></p> <p><i>“Moved by Tanya Vrebosch and seconded by Mark King that the Board extend an invitation to the MOU partners to review the current status of the Village Living and Learning Centre project to the next Board meeting scheduled for February 18, 2015.”</i></p> <p>Res.#11-15 <u>Carried</u></p>	
8.	ADDITIONAL ITEMS	
	<p>8.1 Public Appointment to the Cassellholme Board</p> <p>Mr. Lowery reported that we are waiting to received notification from the Ministry of Health and Long-Term Care in regards to the two public seats on the Cassellholme Board.</p> <p>8.2 Board Meeting Schedule</p> <p>The current schedule will require some changes as Mr. Lowery has a conflict on Wednesdays. The Board agreed to tentatively meet on the 3rd Thursday of the month.</p>	
B.	REQUEST FOR FUTURE AGENDA ITEMS	
	<ul style="list-style-type: none"> • Mr. Lowery will present a consultation plan. 	
C.	DATE OF NEXT MEETING	
	<ul style="list-style-type: none"> • Tentatively set for February 18, 2015 	

D.	ADJOURNMENT	
	<p><i>“Moved by Tanya Vrebosch and seconded by Mark King that that the meeting be adjourned at 8:00 p.m.”</i></p> <p>Res.# 75-14</p> <p style="text-align: right;"><u>Carried</u></p>	

Secretary

Chairman