

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

Date: March 19, 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 Walter Ross and seconded by Mark King that the meeting be called to order at 5:17 p.m.</i></p> <p>Res.#-12-15 <u>Carried</u></p>	
1.	APPROVAL OF AGENDA	
	<p><i>“Moved by Mark King and seconded by Walter Ross that the agenda for this meeting be approved as presented.”</i></p> <p>Res.#13-15 <u>Carried</u></p>	
2.	CONFLICT OF INTEREST	
	<p><i>“Moved by Walter Ross and seconded by Tanya Vrebosch that no member present has declared a conflict of interest.”</i></p> <p>Res.#14-15 <u>Carried</u></p>	
3.	APPROVAL OF MINUTES	
	<p>3.1 Minutes of Regular Meeting held on February 5, 2015</p> <p><i>“Moved by Tanya Vrebosch and seconded by Walter Ross that the minutes of the Regular Meeting held on February 5, 2015, be adopted as presented.”</i></p> <p>Res. #15-15 <u>Carried</u></p>	

4.	BUSINESS ARISING	
	<p>4.1 Redevelopment Update</p> <p>4.1.1 Review MOU, Presentation from Canadore and Discussion</p> <p>Mr. George Burton, Mr. Jerry Knox and Mr. Paul Heinrich attended the meeting to provide some insight into the Memorandum of Understanding (MOU) that was signed in September 2014. It was explained that the MOU was established to provide a framework from which the partners would collaborate to establish a new facility that would support long-term care, academic learning space and additional health care services in the community.</p> <p>The partners confirmed that while no capital dollars would be forthcoming to assist with development costs, they could offer land, infrastructure and opportunities for service integration.</p> <p>As well, the group agreed that while Canadore was identified as a potential site, options for other sites including Cassellholme’s existing site and locations in the downtown area would have to be explored.</p> <p>Mr. Jamie Lowery explained that he plans to move forward with a consultation process that would allow the community at large to voice their opinions with respect to location and scale.</p> <p>Chair, Chris Mayne, suggested that the group meet again, once more information is gathered with respect to the various site options.</p> <p>4.1.2 Draft Consultation Plan Review and Discussion</p> <p>Mr. Lowery referred to the Draft Consultation Plan that was included in the Board Package noting that it was developed for the purposes of informing community groups of the redevelopment and the possibility of moving Cassellholme to a different location. Mr. Lowery explained that the objectives developed in this plan related specifically to the Ontario Senior’s Strategy document and asked the Board for their support in moving forward with the consultation process.</p> <p><i>“Moved by Mark King and seconded by Walter Ross that the board approve the draft Consultation Plan dated March 2015, including the Redevelopment Sequence.”</i></p> <p>Res. #16-15 <u>Carried</u></p>	
5.	NEW BUSINESS	
	<p>5.1 Cassellholme Quality Indicator Dash Board Review and Discussion</p> <p>Mr. Lowery explained the Quality Indicator Dash Board noting that it is a tool by which we monitor how the organization is performing with respect to its established quality indicators (red is bad – green is good). Mr. Lowery further explained that the Home is required to submit a Quality Improvement Plan to Health Quality Ontario (HQO) and noted that while HQO required that we report on only one indicator, Cassellholme has chosen three. The Quality Improvement Plan is due to HQO on April 1, 2015.</p>	

	<p>5.2 Service Employees International Union (SEIU) Collective Agreement</p> <p><i>“Moved by Walter Ross and seconded by Tanya Vrebosch that the Board ratify the new three year Collective Agreement for the Service Employees International Union (SEIU), effective April 1, 2012 to March 31, 2015.”</i></p> <p>Res. #17-15 <u>Carried</u></p> <p>5.3 MOHLTC Resident Quality Inspection Response</p> <p>Mr. Lowery referred to the document included in the Board package noting that this was Cassellholme’s formal response to the eight orders received as a result of the Ministry’s Resident Quality Inspection that took place in September 2014. Mr. Lowery noted that system changes have been implemented which are improving standards and efficiency throughout the Home.</p>	
6.	CASSELLHOLME OPERATIONS	
	<p>6.1 CEO Report</p> <p>Mr. Lowery presented the CEO report. Upon review, no questions were noted.</p>	
7.	IN CAMERA SESSION	
	<p><i>“Moved by Mark King and seconded by Walter Ross that the Board proceed to an In Camera session at 6:17 p.m.”</i></p> <p>Res. #18-15 <u>Carried</u></p> <p>7.1) 7.2) Matters relating to personnel, residents, volunteers, purchases, sales of property. 7.3)</p> <p><i>“Moved by Tanya Vrebosch and seconded by Mark King that the In-Camera session be adjourned at 6:35 p.m.</i></p> <p>Res.# 19-15 <u>Carried</u></p> <p>As a result of the In-Camera Session, the following motion was passed:</p> <p><i>“Moved by Mark King and seconded by Walter Ross that the Board direct the CEO to develop a local solution related to the redevelopment of Cassellholme after the broad public consultation process is complete and an analysis is undertaken of the objectives outlined in the consultation plan. The local solution must answer the question of Access, Equity, Choice, Value and Quality and incorporate these values into a governance model intended to ensure financial sustainability for Cassellholme.”</i></p> <p>Res.#20-15 <u>Carried</u></p>	

8.	ADDITIONAL ITEMS	
	8.1 None noted.	
B.	REQUEST FOR FUTURE AGENDA ITEMS	
	<ul style="list-style-type: none"> • None noted. 	
C.	DATE OF NEXT MEETING	
	<ul style="list-style-type: none"> • To be determined. 	
D.	ADJOURNMENT	
	<p><i>“Moved by Mark King and seconded by Tanya Vrebosch that that the meeting be adjourned at 6:42 p.m.”</i></p> <p>Res.# 21-15 <u>Carried</u></p>	

Secretary

Chairman