

**Minutes of the Regular Meeting
of the Board of Management of Au Château
held at Au Château
on February 21, 2018 at 4:45 pm**

PRESENT: MEMBERS : Léo Malette Chairperson
 Bertrand Bizier Vice-Chairperson
 Yvon Duhaime
 Jacques Dupuis Administrator / Secretary
 Guy Éthier
 Caroline Lowery
 Joanne Savage

REGRETS: Denise Brisson

01. Meeting called to order

Meeting was called to order.

02. Declaration of Conflict of Interest

No declaration of conflict of interest was declared.

03. Adoption of Agenda

Resolution No. 11

Moved by : Joanne Savage
Seconded by : Caroline Lowery

BE IT RESOLVED THAT the Agenda of the Regular Meeting on February 21, 2018 be approved as presented at 4:58 pm.

Carried

04. **Adoption of Minutes**

Resolution No. 12

Moved by : Caroline Lowery

Seconded by : Joanne Savage

BE IT RESOLVED THAT the Minutes of the Annual Meeting held January 17, 2018 be approved as presented.

Carried

05. **New Business:**

a) **Health & Safety Committee Meeting Minutes**

None presented.

b) **Quality Management Team Meeting Minutes**

Significant discussions ensued on the Improvement Plan in terms of our results to targets. Further comparisons were made to Provincial Statistics. Areas of concern were addressed and Administrator provided the plan of action accordingly. The following resolution was then passed:

Resolution No. 13

Moved by : Joanne Savage

Seconded by : Caroline Lowery

BE IT RESOLVED THAT the Minutes of the Quality Management Team have been received.

Carried

c) **Collins Barrow - Audit Update**

On behalf of Collins Barrow, Administrator presented the Board with the Letter of Engagement. After explaining the different aspects of the audit letter, it was signed by the Administrator for its onward forwarding to Collins Barrow.

d) **Summary of Critical Incidents – 2013 - 2017**

Administrator presented a report for the years 2013 to 2017 (5 year comparison) on all Critical Incidents reported to the MOHLTC. The two major categories of interest were: Resident-to-resident abuse and Staff-to-resident abuse. As for the resident-to-resident abuse, we saw a significant increase in 2016, likely due to the closing of mental health beds in North Bay. Also a drill-down analysis was provided showing that 80% of resident-to-resident abuse occurs on 3rd floor where all residents with significant behaviours, dementia and Alzheimers are located. In terms of staff-to-resident, Administrator highlighted the Home's commitment and culture to zero tolerance to abuse. All alleged, whether founded or not, are reported. The important aspect of staff-to-resident abuse is to minimize such and that the Home does deals with these situations and not "swept under the carpet".

e) **Ontario Legislation – Fair Workplaces, Better Jobs**

Administrator updated the Board on new Labour Legislation where, amongst others, deals with employee personal leave. All employees are now entitled to two (2) paid days per year as well as Home's inability to request a medical note for the first two (2) days of personal leave (which includes sick days). Furthermore, these two (2) days will have a significant financial impact to a potential of some \$100,000 per year. No provincial relief is provided for this new legislation.

f) **MOHLTC – Proposed Amendments**

Administrator informed the Board on proposed amendments that would allow LTC Homes to borrow for capital purposes, on its own. The proviso is that each participating municipality must pass a resolution supporting the Board's ability to borrow. This resolution must be obtained at the time that the Board proposes to move forward with redevelopment. This is important in light of Homes having to redevelop.

g) **LHIN's – Declaration of Compliance**

The Board approved the signing of the Declaration of Compliance Report as part of our commitment to the Long-Term Care Service Accountability Agreement therefore the following resolution was passed:

Resolution No. 14

Moved by : Guy Éthier
Seconded by : Bertrand Bizier

BE IT RESOLVED THAT the Board Chair and Administrator sign the Schedule E – Form of Compliance Declaration of the Long-Term Care Service Accountability Agreement.

Carried

h) **Strategic Plan**

Discussion on this item was held as part of MOHLTC Proposed Amendments, item f) above. Significant discussion ensued regarding the Municipal's difficult position in continuing to support LTC.

06. **Unfinished Business:**

a) **Financial Report**

No Financial Report as such was provided to the exception of the CSS report due to the finalization of the Budget.

After clarification of a few items, the Financial Report was accepted as presented and the following resolution was adopted:

Resolution No. 15

Moved by : Guy Éthier
Seconded by : Bertrand Bizier

BE IT RESOLVED THAT the Financial Report be accepted as presented.

Carried

b) **Administrative Report**

There being no further discussion other than what was presented on the report, the Administrative report was adopted as presented and the following resolution was passed:

Resolution No. 16

Moved by : Bertrand Bizier
Seconded by : Guy Éthier

BE IT RESOLVED THAT the Administrator's Report be accepted as presented.

Carried

07. In-Camera Session

Resolution No. 17

Moved by : Guy Éthier
Seconded by : Bertrand Bizier

BE IT RESOLVED THAT the Board go in-camera to discuss matter regarding Labour Matters at 5:55 pm.

Carried

Labour Matters:

Administrator updated the Board on two (2) grievances, one involving termination and the other accommodation. The Administrator also updated the Board on the key positions of each department, and those that will be retiring soon and the Administrator's succession plan thereon.

Resolution No. 18

Moved by : Bertrand Bizier
Seconded by : Guy Éthier

BE IT RESOLVED THAT the Board returns to its Regular meeting a 6:10 pm.

Carried

08. Other Business / Information Items

a) Next Meeting

- a) The next Board meeting is scheduled for March 21, 2018 at 4:45 pm.
- b) The April Board meeting is scheduled for April 25, 2018 at 4:45 pm.
- c) OANHSS convention is set for April 16 to 18, 2018

b) Information Items

- a) AdvantAge Ontario – Executive Report – January 25, 2018
- b) AdvantAge Ontario – Executive Report – February 2, 2018

09. **Adjournment**

Resolution No. 19

Moved by : Guy Éthier
Seconded by : Bertrand Bizier

BE IT RESOLVED THAT the meeting now adjourn at 6:15 pm

Carried



Chairperson



Administrator / Secretary