

**LUMSDEN & DISTRICT HERITAGE HOME, INC.
Regular Board Meeting – ZOOM
Monday, January 22, 2024**

Present: Byron Tumbach, Krista Mansbridge, Keenan Fahlman, Marral Meadows, Lesley Crossman, Caroline Hoffart, Tammy Knuttila, Jim Selinger, Gail Russell, John Langford

Regrets:

Absent:

Recorder: Sara Cox

Administrator: Sara Cox

Resident Care Coordinator: Brenda Chapman, RCC

1. Meeting was called to order by Byron Tumbach @ 7:00 pm
2. Conflict of Interest Declaration – no conflicts identified

Guest: Rodger Linka

NEW BUSINESS

A) Constitution Change – Rodger Linka reviewed the draft constitution document. It is critical that the current municipal partners understand what is proposed – larger membership base and removal of financial liability. Timelines and process were discussed. Need to get information out to all parties, give time for review and plan an in-person meeting to address any questions. Further edits to constitution to be held until this process is complete and we have a better understanding of municipal partner intent. We will consider the June AGM as the target date.

Motion: To instruct the Governance Committee to draft a timeline, prepare and send out an information package to all municipal partners and determine a date for an in-person meeting.

1-2024

**Moved by: Caroline Hoffart Seconded by: John Langford
ALL IN FAVOR CARRIED**

3. AGENDA:

Additions to agenda:

New Business

D) Bethune Board representative

E) RM of Pense membership withdrawal

Motion: The Agenda be adopted as amended.

2-2024

**Moved by: Jim Selinger Seconded by: Tammy Knuttila
ALL IN FAVOR CARRIED**

4. REVIEW AND ADOPTION OF MINUTES

Motion: Adopt minutes of December 18, 2023 as presented.

3-2024

**Moved by: Gail Russell Seconded by: Keenan Fahlman
ALL IN FAVOR CARRIED**

5. BUSINESS ARISING OUT OF THE MINUTES

6. ADMINISTRATOR'S REPORT:

- WCB rates for 2024 are set at \$1.90/\$100 of payroll (funded) and \$0.63/\$100 of payroll for the assessed surcharge (unfunded).
- Attended both PARG and SHA Quarterly Roadmap Session in January. AIMS continues to track for a June implementation, no funding will be provided for training and the system costs for affiliates have not been determined. Work continues on the P&S Agreement however SHA has requested all issues related to funding be tabled until after the budget is released. Emmanuel Health did a presentation on MAID.
- Met with Debbie Sinnett, Executive Director of Continuing Care to discuss the potential human resource impact that the opening of EHN-Lumsden could have on LDHH. Expressed a desire to work collaboratively to benefit both parties.
- With the retirement of Debbie Sinnett in April, Terra Olynick will assume the role of Executive Director of Continuing Care.
- Residents, family members and staff will be participating in a research study entitled "Implementation of a Computer Vision System to Monitor Pain Behavior in Long Term Care Environments".
- LDHH will be hosting the Lions Dinner meeting on March 6th. The C&SP will use this opportunity to share information regarding the Looking Forward Project.

Motion:

4-2024 To adopt the Administrator's Report as presented.
Moved by: John Langford Seconded by: Lesley Crossman
ALL IN FAVOR CARRIED

7. RCC REPORT:

- One transfer out of LDHH and two discharges were followed by three admissions
- We have seen changes in our professional nurse staffing. We have one vacant LPN position but have 2 additional relief RN. Continue to recruit to fill vacancy and bolster relief pools.
- Seven 1st year Nursing students began their clinical placement at LDHH. They will join us every Tuesday until March 26th.
- Adult Day Program has 3 openings.

Motion:

5-2024 To adopt the RCC Report as presented.
Moved by: Keenan Fahlman Seconded by: Lesley Crossman
ALL IN FAVOR CARRIED

8. COMMITTEE REPORTS:

- A) **Governance Committee** – Will review CAO Assessment/Evaluation with full Board in-camera
- B) **Finance Committee** – Gail Russell reviewed report from January 16th meeting.

Motion:

6-2024 To approve the Statement of Operations as at December 31, 2023 as presented.
Moved by: Gail Russell Seconded by: Marral Meadows
ALL IN FAVOR CARRIED

Motion:

7-2024 To approve the Balance Sheet and Income Statement as at December 31, 2023 as presented.
Moved by: Gail Russell Seconded by: John Langford
ALL IN FAVOR CARRIED

Motion:

8-2024

To approve the Finance Committee report as presented.

Moved by: Tammy Knuttila

Seconded by: Marral Meadows

ALL IN FAVOR

CARRIED

C) Quality & Service Delivery – committee did not meet.

D) Communications and Strategic Planning – The committee met on January 10th and January 15th. Caroline reviewed the report on the latest Committee activities.

1. Staffing Strategy

- EHN-Lumsden and potential staffing impacts, seeking collaborations to ensure both parties can benefit
- Continue commitment to provide annual off site education for staff
- Increase in value of annual holiday appreciation gift to staff
- Increased visibility of Board at resident and staff events

2. Communication Strategy

- Weekly Facebook posts
- Minister McLeod and his Chief of Staff Elias Nelson will tour LDHH and meet with committee in the first week of February
- Newsletter updates

3. Fundraising Strategy

- Meet with FOHH to collaborate on fundraising plans (March 12)
- At this time fundraising initiatives/goals for LF are unknown

4. Visioning Strategy

- LF Meeting on January 10th with Blaine McLeod in attendance
- Responses will be going out re: advocacy letters
- Funding and 1st available bed are under review and not part of the equation
- Our proposal is ambitious and complicated but positive feedback
- Unlikely to get funding in the next fiscal budget
- Cost sharing may benefit our ask

Motion:

9-2024

To accept the Communications & Strategic Planning Committee Report as presented.

Moved by: Caroline Hoffart

Seconded by: Keenan Fahlman

ALL IN FAVOR

CARRIED

9. BOARD FORUM

10. NEW BUSINESS

B) Chair/Vice Chair Elections

Motion:

10-2024

To nominate Byron Tumbach as LDHH Board Chair.

Moved by: Tammy Knuttila

Seconded by: John Langford

ALL IN FAVOR

CARRIED

Motion:

11-2024

To nominate Krista Mansbridge as LDHH Board Vice-Chair.

Moved by: Lesley Crossman

Seconded by: Jim Selinger

ALL IN FAVOR

CARRIED

C) Committee Formation – all committees remain unchanged with the exception of Quality & Service Delivery. A committee membership list will be distributed to Board.

D) Bethune Board Representative – Linda Sullivan has resigned her Board position for the Village of Bethune.

E) RM of Pense Membership Withdrawal – at the January 10th meeting, Council passed a motion to withdraw membership from the Lumsden & District Heritage Home.

11. IN-CAMERA SESSION:

Board move to in-camera session at 8:45 (John Langford/Jim Sellinger)

Board move out of in-camera session at 9:00 (Gail Russell/Tammy Knuttila)

12. ADJOURNMENT AND NEXT BOARD MEETING:

The next Regular Board meeting will be Monday, February 26, 2024 @ 7:00 via ZOOM.

Meeting adjourned at 9:00 pm.

26-02-24
Date


CHAIRPERSON


SECRETARY TO THE BOARD – Sara Cox