

LUMSDEN & DISTRICT HERITAGE HOME, INC.
Regular Board Meeting – Via ZOOM
Monday, November 28, 2022

Present: Byron Tumbach, Krista Mansbridge, Linda Sullivan, Lesley Crossman, Marral Meadows, Wynette Neighbours, Caroline Hoffart, John Langford
Regrets: Gail Russell, Jim Selinger
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

3. AGENDA:

a) Additions to the Agenda - none

b) Adoption of Agenda

Motion:

97-2022

The Agenda be adopted as presented.

Moved by: John Langford
ALL IN FAVOR

Seconded by: Lesley Crossman
CARRIED

4. REVIEW AND ADOPTION OF MINUTES

Motion:

98-2022

Adopt minutes of October 24, 2022 as circulated.

Moved by: Wynette Neighbour
ALL IN FAVOR

Seconded by: Caroline Hoffart
CARRIED

5. BUSINESS ARISING OUT OF THE MINUTES

- A letter has been sent to the Ministry regarding the lack of funding increases to address inflation and ongoing COVID costs for the 2022-23 fiscal year. No response has been received to date.

6. ADMINISTRATOR'S REPORT:

- AIMS was launched on October 23rd. Significant issues were noted by both employees and employers in the scheduling of shifts and the ability to request and grant time off requests. The Ministry made the decision to pause the implementation of AIMS on November 4th and all employers returned to legacy systems.
- A significant weather event on November 6th led to some extreme staffing shortages particularly in the Resident Care department. The building was staffed with some very long overtime hours, creative scheduling and the willingness to do what it took to ensure the residents were cared for.
- Kristen Meyer has been chosen to fill the absence left with the retirement of Lorri Carlson, Director for Continuing Care.
- Krista Mansbridge and I attended the PARG meeting on November 8th:
 - 3sHealth – AIMS project – still no information on the costs to affiliates to participate in the system, meeting set for Dec 7th to discuss options for alternative systems
 - P&S Agreement – the group will meet with the Ministry on November 10 to ask for clarity on who funds affiliates – SHA or Ministry. The December 31st target set by Ministry is not achievable. Historical funding information for all affiliates was shared. LDHH is funded well above the provincial average.

- The SMA will be invited to attend the next PARG meeting to discuss the challenges of LTC physician coverage.
- Researchers Dr. Paulette Hunter and Jyllenna Landry presented on their study Getting Results – A Look at Long-term Care in Saskatchewan.
- Presentation on the draft of the Provincial Bed Management/System Flow process. The process creates some significant challenges for affiliates.
- Lumsden Community Quilters have made a donation to the Home
- I attended the Continuing Care Strategic and Operational Oversight meeting on November 15th:
 - Discussion on continued masking requirements for all Health Care sites and the lack of a Public Health Order to allow Homes to legally enforce this requirement with staff, family members and visitors.
 - Discussion on the proposed Bed Management/System Flow process – assembly line, 24/7, 365 day expectation yet not funded to support this, pharmacy/physician limitations
 - Research underway for utilization of Medication Aide in LTC to reduce workload and redirect the skills of professional nurses
 - Information shared on a Home's attempt to reduce OT costs by having a 6 hour float shift each day. Posted lines to get coverage.
- On November 22, a wiring short led to the very smooth roll-out of our fire plan. After smoke and a burnt wire smell were detected in Unit 2, residents were safely evacuated beyond the fire doors and the fire department was contacted to ensure the building was safe.

Motion:

99-2022

To adopt the Administrator's Report as presented.

Moved by: Linda Sullivan

Seconded by: Marral Meadows

ALL IN FAVOR

CARRIED

7.

RCC REPORT:

- In the month we had one discharge, one transfer and two admissions
- Two nurses have been hired into Casual Relief positions and one RN has accepted a TPT position until the return of the incumbent
- Care Manager has completed the 3 day training to teach the GPA course to LDHH staff
- Two unqualified CCA staff have joined our relief pool
- Influenza vaccinations are available to all staff upon request
- ADSP recommenced in October. We have two confirmed clients with the potential for up 5 clients 3 days per week

Motion:

100-2022

To adopt the RCC Report as presented.

Moved by: Caroline Hoffart

Seconded by: John Langford

ALL IN FAVOR

CARRIED

8.

COMMITTEE REPORTS:

- A) **Governance Committee** – Committee did not meet however the Ad Hoc Committee has begun work on redevelopment of the Board Evaluation process. Lesley Crossman reported. John Langford has joined this Committee.

Motion:

101-2022

To approve the report of the Governance Committee as presented.

Moved by: Lesley Crossman

Seconded by: Krista Mansbridge

ALL IN FAVOR

CARRIED

- B) **Finance Committee** – Committee did not meet.
- C) **Quality & Service Delivery** – Committee did not meet. The Committee Chair has resigned from the Board so scheduled meeting for November 15th is deferred to the new year.
- D) **Communications and Strategic Planning** – Caroline Hoffart provided report. Committee met three times during the month.
November 7 – the Committee met to strategize in advance of meeting with Debbie Sinnett and Sheila Anderson.
November 9 – Committee met with Debbie Sinnett and Sheila Anderson to share the Future Vision and try to get some direction from the SHA. Both women have personal connections to the area, there is a willingness to share information and data, the SHA is supportive and wants a focus on a feasibility plan. The SHA did not show any interest in expanding LTC beds and questioned that lack of affordable housing and human resources in the area.
November 14 – the Committee met to debrief the meeting with the SHA and to develop a recommendation for Board consideration.

A question regarding the use of Sask Tender process to obtain qualified consultants for the development of the Business Plan was raised by the RM of Lumsden member. This had not been considered.

The Committee will meet in December to develop the criteria for the Expression of Interest. Mid-January has been targeted to hear the presentations of interested consultants. The presentations will be done in separate virtual meetings with the Committee but open to all Board members.

The Committee will continue to look for opportunities to enhance visibility in the ownership area.

Recommendation:

That the LDHH, through the Communication and Strategic Planning Committee, proceed to prepare a Request for Proposal to contract a private consulting firm for the preparation of a feasibility study;

- **To assess the present structure of the Lumsden and District Heritage Home and whether the facility can maintain its present mandate as a municipal affiliate.**
- **Feasibility study of the region on the need for expanding primary care that is responsive to community needs.**
- **To expand level 3 & 4 care beds.**
- **To assess the need to provide assisted living care in conjunction level 3 and 4 services.**

From the information gathered we require a business plan to be prepared for the Board to follow. This business plan must contain attainable goals for the administrative structure, human resource management, capital works and financial assistance. It should not be limited to solely being publicly funded but provide attainable options within the public and/or private sector.

In order to ensure transparency and accountability, the RFP will be advertised on SaskTenders.

Motion:

102-2022

To approve the recommendation of Communications & Strategic Planning Committee

Moved by: Caroline Hoffart

Seconded by: Krista Mansbridge

ALL IN FAVOR

CARRIED

Motion:
103-2022 **To approve the report of the Communications & Strategic Planning Committee report as presented.**
Moved by: Marral Meadows **Seconded by: Krista Mansbridge**
ALL IN FAVOR **CARRIED**

9. BOARD FORUM

10. NEW BUSINESS – no new business

11. IN-CAMERA SESSION: not required

12. ADJOURNMENT AND NEXT BOARD MEETING:

The next Regular Board meeting will be Monday, December 12, 2022 @ 7:00 via ZOOM.

Meeting adjourned by Caroline Hoffart at 8:30 pm.

Date

CHAIRPERSON

SECRETARY TO THE BOARD – Sara Cox