# LUMSDEN & DISTRICT HERITAGE HOME, INC. Regular Board Meeting - ZOOM Monday, March 25, 2024

Present: Byron Tumbach, Marral Meadows, Lesley Crossman, Caroline Hoffart, Keenan

Fahlman, Jim Selinger, Gail Russell, John Langford

Regrets:

Krista Mansbridge, Tammy Knuttila

Absent:

Recorder: Sara Cox Administrator: Sara Cox

Resident Care Coordinator: Brenda Chapman, RCC (regrets)

1. Meeting was called to order by Byron Tumbach @ 7:00 pm

We would like to begin by acknowledging that LDHH is located on the traditional lands. referred to as Treaty 4 territory, and the original lands of the Cree, Ojibwe, Saulteaux, Dakota, Nakota, Lakota, and on the homeland of the Métis Nation.

Conflict of Interest Declaration - no conflicts identified 2.

#### 3. AGENDA:

Motion:

The Agenda be adopted as presented.

18-2024

Moved by: John Langford

Seconded by: Marral Meadows

**ALL IN FAVOR** 

CARRIED

# 4. REVIEW AND ADOPTION OF MINUTES

Motion:

Adopt minutes of February 26, 2024 as presented.

19-2024

Moved by: Keenan Fahlman Seconded by: Jim Selinger

ALL IN FAVOR

CARRIED

### 5. BUSINESS ARISING OUT OF THE MINUTES

### ADMINISTRATOR'S REPORT:

- Gemba walk with Terra Olynick, new Executive Director for Continuing Care in the SHA is scheduled for March 26th.
- Lumsden Lions Dinner Meeting on March 6th attended by 24 members, C&SP reps gave a presentation on the Looking Forward Project. Lions are writing advocacy letter.
- Resident Family Council met on March 20th.
- Staff were acknowledged in the March newsletter for their commitment during the storm that hit the weekend of March 2/3.
- Attended the PARG meeting on March 12th
  - AIMS on track for Wave 1 but Business Readiness has fallen behind, affiliates struggling with SHA focus to date.
  - P&SA no meetings to further negotiations as SHA unwilling to talk about anything that has a monetary value attached
  - SK Recruitment Agency planning trip to Dubai, open to affiliates who have F/T vacancies, no benefit to LDHH
  - HHRN push for mandatory adoption of Provincial OOS Terms and Conditions. LDHH has a hybrid version as it is not fully funded by the province.
  - SAHO has completed a LR resource manual that will be made available to senior leaders in affiliates
  - HIROC presentation on SHA Partners Insurance Plan, LDHH will contact for quote when current policy expires

- SHA has established a Facility Equipment Standardization Committee to support
  capital planning and develop a provincial replacement strategy for beds, mattresses,
  lifts and tubs. LDHH equipment audit was done on March 18th.
- An In-Year Emergency Capital Funding request has been submitted for the relining of the walk-in cooler (\$25-30K)

#### Motion:

20-2024

To adopt the Administrator's Report as presented.

Moved by: John Langford Seconded by: Caroline Hoffart

ALL IN FAVOR CARRIED

# 7. RCC REPORT:

- Three discharges at the end of February with three admissions. Full occupancy.
- One RPN hired into relief position only to resign as FT position option at another site, continue to recruit CCA's to bolster relief pool.
- Adult Day Program has 4 clients.
- > CNE presented education on the effects of dementia and other issues of the brain
- RCC on medical leave since March 15th
- > 8 first year nursing students will complete clinical placement on March 26

### Motion:

21-2024

To adopt the RCC Report as presented.

Moved by: Jim Selinger

Seconded by: Lesley Crossman

ALL IN FAVOR CARRIED

# 8. COMMITTEE REPORTS:

A) Governance Committee – committee did not meet

Municipal Partner meeting held on 28-02-24. Minutes circulated.

B) Finance Committee – committee met on March 18/24 to review the 2024-2025 Preliminary Internal Operating Budget. Document assumes status quo funding and presents with a deficit of \$151,225.

### Motion:

22-2024

To approve the 2024-2025 Preliminary Internal Operating Budget as

presented.

Moved by: Gail Russell

Seconded by: John Langford

ALL IN FAVOR

AVOR CARRIED

The committee reviewed upcoming maturing investments and discussed the transfer due to Operations from the Expansion Fund. In April, the committee will review cash on hand and the High Interest Savings Account and determine optimal investment options.

The committee also discussed three matters brought forward by the Friends of the Heritage Home. FOHH rep, Lana Currie-Lingelbach joined the meeting and will communicate information back to the group.

### Motion:

23-2024

To approve the Finance Committee Report as presented.

Moved by: Gail Russell Seconded by: Lesley Crossman

ALL IN FAVOR CARRIED

C) Quality & Service Delivery - committee will meet in April

D) Communications and Strategic Planning – The committee met on March 13, 2024.

Caroline reviewed the report on the latest Committee activities.

- 1. Staffing Strategy
  - EHN has begun posting for positions
  - Staff education planned for June
  - Using Facebook to assist in volunteer recruitment
- 2. Communication Strategy
  - Presented to Lumsden Lions
  - Will offer presentations to municipalities and service groups
  - Website redesign on hold
  - Emphasis on research and education within the Home
- 3. Fundraising Strategy
  - Pyvot has a contact who can provide presentation to the Board re: fundraising best practice
- 4. Visioning Strategy
  - Municipal Partner Meeting held on February 28th
  - Blaine McLeod extended invitations to attend budget release, no one able to attend
  - Strategize for meeting with Minister McLeod, Chief of Staff Elias Nelson, Blaine McLeod and Dana Skorpad which will be held on April 12<sup>th</sup>

Byron met with Blaine McLeod, MLA to discuss Provincial Budget. Blaine has been given a list of questions so he can come prepared for April 12<sup>th</sup> meeting.

#### Motion:

24-2024

To accept the Communications & Strategic Planning Committee

Report as presented.

Moved by: Caroline Hoffart

Seconded by: Keenan Fahlman

ALL IN FAVOR

**CARRIED** 

# BOARD FORUM

# 10. NEW BUSINESS

- A) Restructuring transition timeline and draft constitution circulated to Board. Return comments/questions to Byron by April 7<sup>th</sup>. Special meeting of the Board with legal counsel to review the constitution to be scheduled for an evening between April 15-17.
- B) PARG Provincial Budget Update no further details have been made available.
- MWC Engagement Letter The Fraud and Risk Questionnaire reviewed by the Board.
- D) **Scarecrow Festival** FOHH will do the pancake breakfast. Opportunity to have an Board/LDHH booth on site at the same time.
- E) Staff Appreciation LDHH Social Club is purchasing LDHH T-shirts. The Social Club will subsidize each staff member \$5 for a t-shirt purchase. Board asked to do the same instead of an event such as the BBQ.

### Motion:

25-2024

To provide a \$5.00 subsidy to each employee choosing to purchase an LDHH t-shirt.

Moved by: Caroline Hoffart

Seconded by: Keenan Fahlman

**ALL IN FAVOR** 

CARRIED

### Page 4 - LDHH - March 25, 2024 Regular Board Meeting

F) June Meeting Dates – Amendments needed to approved meeting dates for 2024. The AGM will be held on June 24, 2024 and the regular meeting of the Board for June will be held on June 17, 2024.

Motion:

26-2024

To approve amendments to approved meeting dates as presented.

Moved by: John Langford

Seconded by: Keenan Fahlman

ALL IN FAVOR

CARRIED

# 11. IN-CAMERA SESSION:

# 12. ADJOURNMENT AND NEXT BOARD MEETING:

The next Regular Board meeting will be Monday, April 22, 2024 @ 7:00 at the Lumsden Dew Drop In.

Meeting adjourned at 8:50 pm.

23-64 2024

Date

SECRETARY TO THE BOARD - Sara Cox