

Board of Management for the District of Parry Sound West
Minutes of Regular Board Meeting
Wednesday, February 28, 2018
Administration Meeting Room

Present: Ms. Debbie Zulak, Chair
Ms. Lynne Gregory
Mr. Mario Buszynski
Mr. Doug McCann
Mr. Ted Knight (joined by teleconference)
Ms. Karen Insley Stewart
Ms. Marsha Rivers, CEO
Ms. Billie Torbett, Recording Secretary

Regrets: Mr. Paul Borneman

1.0 CALL TO ORDER: The Board Chair called the meeting to order at 9:00 a.m.

2.0 ELECTION OF OFFICERS:

Please Note: (Election of Officers Motions #01/18 and #02/18 will rescind the Election of Officers Motions #19/17 and #20/17 passed at the March 2017 Board Meeting covering the period of April 1, 2017 to March 31, 2018 as by-law Section 4.1 was amended to read as follows: "The Board shall, at its first meeting in each year, appoint one of its directors as Chair and Vice-Chair.")

The CEO took the Chair and the following motions were passed:

BOARD CHAIR:

01/18 "That the Board appoint Debbie Zulak as Chair of the Board of Management for the period January 1, 2018 to December 31, 2018."

Moved by: Doug McCann; Seconded by: Lynne Gregory; Carried

VICE CHAIR:

02/18 "That the Board appoint Lynne Gregory as Vice Chair of the Board of Management for the period January 1, 2018 to December 31, 2018."

Moved by: Lynne Gregory; Seconded by: Doug McCann; Carried

3.0 ITEMS TO BE ADDED TO THE AGENDA: The CEO requested an addition "weddings" be added under Other Business.

1.0 CONFLICT OF INTEREST: None

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5.0 APPROVAL OF MINUTES:

03/18 "That the minutes of the Regular Meeting held December 20, 2017 be accepted as presented."

Moved by: Doug McCann; Seconded by: Lynne Gregory Carried

6.0 COMMITTEES:

6.1 Finance Committee - The Committee made the following recommendations to the Board:

6.1.1. That the Board accept and approve the 2018 draft budget which includes a 1.5% increase in the municipal levy.

6.1.2. That the Board approve a 9.8% increase to life lease maintenance fees.

6.1.3. That the Board approve the elimination of CARF Accreditation and that these resources be reallocated to increase the CMI.

04/18 "That the Board of Management eliminate the CARF Accreditation."

Moved by: Doug McCann; Seconded by: Mario Buszynski Carried

6.1.1 2018 Budget

05/18 "Whereas the Management Team has prepared a budget including foreseeable expenses for the Long-Term Care operations in 2018;

And Whereas the Board of Management has reviewed the proposed budget;

Therefore be it resolved that the Board of Management hereby approves the Long-Term Care Operating Budget for the existing Building in the amount of \$ 8,830,635,

And further that the levy be set at \$1,494,768."

Moved by: Mario Buszynski; Seconded by: Lynne Gregory; Carried

6.1.2 2018 Life Lease Maintenance Fees

06/18 "That the Board authorize an increase to the Life Lease maintenance fees in the amount of 9.8%."

Moved by: Lynne Gregory; Seconded by: Mario Buszynski Carried

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7.0 BUSINESS ARISING:

- 7.1 Strategic Planning: CEO reported that a teleconference took place on January 18th with strategic planning consultants from *People Minded Business* to solidify the workplan and timelines. The consultants have proposed a skype meeting with the Strategic Planning Committee in early March. Potential dates and times for this meeting were discussed. CEO will email Board members to finalize the meeting date and time.
- 7.2 Safety and Security Capstone Project: The Capstone group made a presentation to the Board on January 4, 2018. CEO will explore the availability of grant money to implement some of the security enhancements proposed in the project plan.

8.0 CORRESPONDENCE:

- 8.1 Executive Council of Ontario Order in Council re: *Re-appointment of Ted Knight to the Board of Management for the District of Parry Sound West*
- 8.2 Ministry of Health and Long-term Care letter re: *Request to Adjust NP Funding at Belvedere Heights-LTC*
- 8.3 North East Local Health Integration Network Report re: *Case Mix Index (CMI) Results for 2018*
- 8.4 North East Local Health Integration Network Notice re: *LHSIA s.20 Notice re L-SAA*
- 8.5 North East Local Health Integration Network Notice re: *LHSIA s.20 Notice re M-SAA*
- 8.6 Ministry of Health and Long-term Care Memorandum re: *Proposed Amendments to Regulation 79.10*
- 8.7 Ministry of Health and Long-term Care Notice re: *Designation of Reunification Priority Access Beds (RPAPs) at Belvedere Heights*
- 8.8 North Bay Parry Sound District Health Unit Notice re: *Public Disclosure of Inspection Results*

9.0 REPORTS

- 9.1 Board Chair: A card was received from Norma Romanelli and the Friends of Belvedere thanking the Board for their support in their fundraising efforts.
- 9.2 Chief Executive Officer: The report was discussed at length.

10.0 OTHER BUSINESS:

- 10.1 Reunification Priority Access Beds
- 10.2 Application for new Long-term Bed Capacity
- 10.3 L-SAA Declaration of Compliance

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07/18 "That the Board of Management authorize the Board Chair to sign Schedule E – Form of Compliance Declaration for the period January 1, 2017 – December 31, 2017 pursuant to Article 8.1(f) of the L-SAA."

Moved by: Mario Buszynski; Seconded by: Lynne Gregory; Carried

10.4 Confidentiality Agreement, Code of Conduct, Conflict of Interest Disclosure and Self-evaluation for Board Members were included in the Board package for members to complete and return.

10.5 The CEO discussed a request from the public to use the west parking lot and gazebo for a small wedding. The Board provided direction to the CEO to authorize the use of the gazebo at the CEO's discretion.

11.0 ACCOUNTS PAYABLE:

08/18 "That the Board hereby approves the Operating Expenses in the amount of \$ 610,261.72; Life Lease Expenses in the amount of \$ 3,431.82; Community Support Services Expenses in the amount of \$ 44,374.25; for the month of December, 2017 as per the attached lists."

AND FURTHER

"That the Board hereby approves the Operating Expenses in the amount of \$ 1,081,796.78; Life Lease Expenses in the amount of \$ 16,679.93; Community Support Services Expenses in the amount of \$ 60,647.91 for the month of January, 2018 as per the attached lists."

Moved by: Lynne Gregory; Seconded: by Doug McCann; Carried

12.0 IN-CAMERA MEETING:

09/18 "That the Board of Management move into "In-Camera" Session at 10:48 a.m."

Moved by: Doug McCann; Seconded by: Lynne Gregory; Carried

12/18 "That the reports and directions of the Board of Management "In-Camera" session be accepted as presented."

Moved by: Doug McCann; Seconded by: Lynne Gregory; Carried

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13.0 ADJOURNMENT:

13/18 "That the Board adjourn at 11:36 a.m."

Moved by: Doug McCann; Seconded by: Lynne Gregory; Carried


Chair


Secretary-Treasurer

Next Regular Board meeting will be held on **Wednesday, March 28, 2018 at 9:00 a.m.** in the Administration Room.

