

**District of Parry Sound West (Belvedere Heights)
Board of Management Meeting
Wednesday, January 24, 2024
via Zoom**

Directors Present (voting): Joe Beleskey
Don Carmichael, Secretary/Treasurer
Gail Finnson
Pamela Wing, Chair
Cheryl Ward
Debbie Zulak

Director Regrets: Paul Borneman, Vice Chair

Advisory Member Attending (non voting):

Advisory Member Regrets: Lynne Gregory

Staff Attending (non voting): Kami Johnson, Administrator

Staff Regrets:

Specially Invited (non voting): Jim Hanna, West Parry Sound Health Centre
Nicole Murphy, West Parry Sound Health Centre
Donald Sanderson, West Parry Sound Health Centre
Heidi Stephenson, West Parry Sound Health Centre

1.0 Call to Order: The Board Chair called the meeting to order at 9:01 a.m.

2.0 Confirmation of Quorum: A quorum was achieved.

3.0 Conflict of Interest: No conflicts were declared.

4.0 Approval of Agenda:

#BH-1/24

Moved by C. Ward, seconded by D. Zulak that be it resolved that the Board of Management accepts the agenda as presented.

Carried.

5.0 Voice of the Resident: K. Johnson presented information on the work staff member S. Stedy is doing to improve accessibility for all residents.

The Board requested that it be noted in the minutes that they are appreciative of the hard work and care that K. Johnson and her team are providing to the residents of Belvedere Heights.

J. Beleskey joined the meeting at 9:07 a.m.

6.0 Approval of Minutes:

#BH-2/24

Moved by D. Carmichael, seconded by D. Zulak that be it resolved that the minutes of the Board of Management meeting held December 20, 2023, be received.

Carried.

7.0 Matters Arising:

7.1 Life Lease Open Session

P. Borneman was not in attendance to report but members that were in attendance thought that the session was well received.

8.0 New Business:

8.1 Committee Structure

The last revised committee structure was included in the agenda package. It was determined that members will give further thought to the structure and advise if any changes are desired. This will be discussed again at the next meeting.

9.0 Committee Reports:

9.1 Finance Committee

H. Stephenson provided highlights from the meeting held this past Monday. The Finance Committee minutes and attachments were circulated to Board members yesterday (January 23rd) via email.

Highlights were as follows:

- No December statements were presented. Only the final audit will be presented in the future. It was noted that preliminary results are not materially different from the November results.
- Agency staffing for December 2023 decreased.
- Agency staffing is expected to increase for January 2024 due to the COVID-19 outbreaks and the one-on-one care required.
- The CSS annual budget that was presented at the Finance Committee meeting showed an 8K deficit. It was recommended that the CSS budget be sent to the Board of Management for review and final approval next year.
- H. Stephenson was directed to work with CSS to ensure that the above is in place for next year.

Referred to H. Stephenson

#BH-3/24

Moved by J. Beleskey, seconded by G. Finnson that the minutes of the Finance Committee meeting held January 22, 2024, be received.

Carried.

#BH-4/24

Moved by C. Ward, seconded by D. Carmichael that the 2024 Life Lease Budget be approved.

Carried.

9.2 Governance and Partnerships Committee – January 10, 2024

The Chair noted that she attended a Lakeland Long Term Care Board meeting on December 21, 2023. Much was learned and it was hoped that the LLTC Chair would reciprocate and attend a Belvedere Heights Board meeting in the future.

It was questioned whether the Board of Management should be opening their Board meetings with a Land Acknowledgement. P. Wing will work this through with the Administrator.

Referred to P. Wing

#BH-5/24

Moved by C. Ward, seconded by G. Finnson that the Role of the Chair and the Role of Board Members policies be approved.

Carried.

#BH-6/24

Moved by G. Finnson, seconded by D. Carmichael that the minutes of the Governance and Partnerships meeting held January 10, 2024, be received, as amended – P. Wing was in attendance.

Carried.

9.3 Long Term Care Ad-hoc Advisory Committee

#BH-7/24

Moved by D. Carmichael, seconded by G. Finnson that the notes of the Long Term Care Ad-hoc Advisory Committee meeting held January 15, 2024, be approved.

Carried.

10.0 Standing Items:

10.1 Fixing Long-Term Care Act, 2021

The Administrator shared information regarding the announcement of a new 10-person LTC investigations unit. The unit is investigating offences under the FLTCA. It was noted that while inspectors identify and address non-compliance under the Act, investigators determine if there are grounds that an offence under the Act has been committed, which if prosecuted could result in fines and/or imprisonment.

10.2 Equity Diversity Inclusion (EDI)

The Administrator presented information on EDI planning at Belvedere Heights. Highlights were as follows:

- 100% of staff will have completed the Cultural Competency and Indigenous Cultural Safety – 4 Part series by the end of 2024.
- Belvedere Heights is working in collaboration with LLTC to develop and equity plan consistent with OHT and OH priorities and best practices.

- Georgian Bay Biosphere will be providing Land Acknowledgement training in the near future.

11.0 Reports:

11.1 Board Chair Report

The Chair noted that the Carling presentation went well and that the line of credit situation was well understood by Councillors.

11.2 Administrator's Report

K. Johnston updated the Board on critical incidents. Belvedere Heights sits at a 97% census. They are working on filling the open beds which they were unable to fill during the outbreak. No deaths were associated with the outbreak. Another highlight for the Belvedere Heights team was that no grievances were filed in 2023!

The Board noted that they were proud of Kami and her team.

12.0 Pending: none

13.0 Correspondence: none

14.0 In-Camera:

Staff and the specially invited remained in the meeting. D. Moore exited the meeting.

#BH-8/24

Moved by J. Beleskey, seconded by D. Carmichael that the meeting move in-camera – 10:06 a.m.
Carried.

Discussion surrounding the Ontario Health Team in West Parry Sound took place.

#BH-9/24

Moved by D. Carmichael, seconded by C. Ward that the meeting move ex-camera – 10:24 a.m.
Carried.

15.0 Conclusion of Meeting:

#BH-10/24

Moved by G. Finsson, seconded by C. Ward that there being no further business to conduct, the meeting concluded at 10:25 a.m.

Carried.

P. Wing, Chair