

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

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

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

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.

2. Conflict of Interest Declaration – no conflicts identified

3. AGENDA:

Additions to Agenda:

- A) Restructuring
- B) PARG meeting attendance
- C) Scarecrow Festival
- D) Staff Appreciation

Motion: The Agenda be adopted as amended.
27-2024 **Moved by: Keenan Fahlman** **Seconded by: Marral Meadows**
ALL IN FAVOR **CARRIED**

4. REVIEW AND ADOPTION OF MINUTES

Motion: Adopt minutes of March 25, 2024 as presented.
28-2024 **Moved by: Gail Russell** **Seconded by: Jim Selinger**
ALL IN FAVOR **CARRIED**

Motion: Adopt minutes of April 15, 2024 as presented.
29-2024 **Moved by: Lesley Crossman** **Seconded by: Caroline Hoffart**
ALL IN FAVOR **CARRIED**

5. BUSINESS ARISING OUT OF THE MINUTES

To date, no further information has been received from SHA regarding the March 18/24 audit for the Facility Equipment Standardization Committee.

6. ADMINISTRATOR'S REPORT:

- Effective May 17/24, the Sask Employment Act requires all workplaces to implement a policy statement and prevention plan (PSPP) to eliminate workplace violence. Using the resources of SASWH, the Care Manager is leading a team to develop a PSPP to meet legislated requirements. This will compliment our existing policy for Workplace Violence.
- The tour with the Minister, Chief of Staff and two MLA's on April 12th was a very positive experience. All guests left with a solid understanding of LDHH and the vision moving forward.

- I attended the SHA Continuing Care Strategic and Operations meeting on April 16th were I spoke on the need for pre-admission consults for care needs and finances.
- Funding update
 - 40M to develop a new funding model (per diem allocation) to address pressures and create provincial consistency
 - Will result in significant increases for most homes across the province
 - Homes must be compliant with Special Care Home Guidelines and have a signed Principles and Services Agreement before funding will flow
 - Advised that P&SA is in a final review and expect update at May 14th PARG meeting
- The third and final appeal has been submitted to the Board Appeal Tribunal for WCB. I am seeking cost relief due to exceptional circumstances for a claim that has impacted the LDHH Employer account in 2023 by more than \$23,000.

Motion:

30-2024 To adopt the Administrator’s Report as presented.
Moved by: Tammy Knuttila Seconded by: Krista Mansbridge
ALL IN FAVOR CARRIED

7. RCC REPORT:

- One discharge with one admission. Full occupancy.
- Two casual CCA’s hired to bolster relief pool.
- Adult Day Program has 4 clients with continued interest from Assessor Coordinators and community.
- Care Conferences continue on a weekly basis. Dr. Fowora was on site on March 22 and saw a large portion of our resident population.
- 8 first year nursing students will complete clinical placement on March 26

Motion:

31-2024 To adopt the RCC Report as presented.
Moved by: Krista Mansbridge Seconded by: John Langford
ALL IN FAVOR CARRIED

8. COMMITTEE REPORTS:

A) **Governance Committee** – committee did not meet

Sara will send out copy of current bylaws to full Board. Requesting everyone to provide edits and comments in consideration of the new constitution to Marral or Byron as soon as possible. Committee will meet in the very near future to commence the work on bylaw revision.

B) **Finance Committee** – The committee met on April 18/24, Gail Russell reported on the recommendations put forward by the Committee.

Motion:

32-2024 To approve the Statement of Operations as at March 31, 2024 as presented.
Moved by: Gail Russell Seconded by: Marral Meadows
ALL IN FAVOR CARRIED

Motion:

33-2024 To approve the Balance Sheet and Income Statement as at March 31, 2024 as presented.
Moved by: Jim Selinger Seconded by: Keenan Fahlman
ALL IN FAVOR CARRIED

Motion:
34-2024 **To approve the investment of \$425,000 into a 3 year non-redeemable term at 4.2%.**
Moved by: Lesley Crossman **Seconded by: John**
ALL IN FAVOR **CARRIED**

Motion:
35-2024 **To approve the Finance Committee Report as presented.**
Moved by: Gail Russell **Seconded by: Lesley Crossman**
ALL IN FAVOR **CARRIED**

C) **Quality & Service Delivery** – The committee met on April 16/24, Tammy Knuttila reported.

Motion:
36-2024 **To approve the revised Working Alone Policy (7 A 40) as presented.**
Moved by: Tammy Knuttila **Seconded by: Marral Meadows**
ALL IN FAVOR **CARRIED**

Motion:
37-2024 **To approve the Quality & Service Delivery Report as presented.**
Moved by: Lesley Crossman **Seconded by: Krista Mansbridge**
ALL IN FAVOR **CARRIED**

D) **Communications and Strategic Planning** – The committee met on April 17, 2024.

Caroline reviewed the report on the latest Committee activities.

1. Staffing Strategy
 - In May, Committee to draft email memo to staff re: governance changes
2. Communication Strategy
 - Byron and Caroline will attend the May 14th meeting of the Regina & District Kin Club to present on the Looking Forward Project
 - Board members asked to provide service group, social or church organization contacts in their home communities to Caroline so future presentations can be arranged.
 - Byron and Caroline to draft letter to municipalities to advise of the outcome of the vote on the new constitution, bylaw revision, transition. Copy of the new constitution will be sent to all current municipal owners.
3. Fundraising Strategy
4. Visioning Strategy
 - Send a thank you letter to all guests who toured the Home and met with the committee on April 12th

Motion:
38-2024 **To accept the Communications & Strategic Planning Committee Report as presented.**
Moved by: Caroline Hoffart **Seconded by: Jim Selinger**
ALL IN FAVOR **CARRIED**

9. BOARD FORUM

10. NEW BUSINESS

A) **Restructuring** – Sara’s edits included in the latest version of the constitution circulated to Board. Sara to ensure all comments/edits by all board members have been included in the final document to go out to municipalities. Sara to send out constitution and timeline by April 25th for consideration at May council meetings.

Motion:

39-2024 **To approve the constitution to go forward to municipal stakeholders.**
Moved by: Tammy Knuttila **Seconded by: John Langford**
ALL IN FAVOR **CARRIED**

- B) **PARG** – next meeting is scheduled for May 14th. Any Board members wishing to attend should advise Sara.
- C) **Scarecrow Festival** – FOHH will do the pancake breakfast. Byron to send a thank you letter to the group.
- D) **Staff Appreciation** – LDHH Social Club has arranged a t-shirt order. Board members are encourage to purchase. Product details and price will be sent out by Sara.

11. IN-CAMERA SESSION: not required

12. ADJOURNMENT AND NEXT BOARD MEETING:

The next Regular Board meeting will be Monday, May 27, 2024 @ 7:00 at the Lumsden via Zoom.

Meeting adjourned at 8:40 pm.

27-05-24

Date



CHAIRPERSON



SECRETARY TO THE BOARD – Sara Cox