

LUMSDEN & DISTRICT HERITAGE HOME, INC.
Regular Board Meeting – ZOOM
Monday, February 24, 2025

Present: Byron Tumbach, Caroline Hoffart, Krista Mansbridge, Tammy Knuttila, Lesley Crossman, Jim Selinger, Marral Meadows, John Langford
Regrets: Gail Russell, Brian Weisbrod,
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 the Agenda:
C) Meeting type – ZOOM vs. in-person

Motion: **The Agenda be adopted as amended.**
12-2025 **Moved by: Tammy Knuttila** **Seconded by: Jim Selinger**
 ALL IN FAVOR **CARRIED**

4. REVIEW AND ADOPTION OF MINUTES

Motion: **Adopt minutes of January 27, 2025 as presented.**
13-2025 **Moved by: Marral Meadows** **Seconded by: Lesley Crossman**
 ALL IN FAVOR **CARRIED**

5. BUSINESS ARISING OUT OF THE MINUTES

- Quilt raffle tickets are available for Board members to pick up in the Business Office

6. ADMINISTRATOR'S REPORT:

- Provider group unions are seeking a market supplement for both CCA and LPN classifications, the matter has been referred to dispute resolution.
- LDHH hosted the Lions Supper meeting on February 5th with 22 members in attendance.
- Barrett Kropf, MLA for Dakota-Arm River will be at the home on February 26th to tour and meet with members of the Board.
- Heather and Robin did an excellent job leading the Home in the absence of both the Administrator and RCC.
- I will be attending the SHA Strategic and Operational Oversight meeting on February 25th.
- Resident/Family Council Meeting is scheduled for 6:30 pm on February 25th.
- Experiencing water leaks in the front entry/dining room as a result of significant ice damming in the valley above the main entrance.

Motion:
14-2025 **To adopt the Administrator's Report as presented.**
 Moved by: Tammy Knuttila **Seconded by: Krista Mansbridge**
 ALL IN FAVOR **CARRIED**

7. RCC REPORT:

- One vacancy at time of report. Two discharges and two admissions occurred in February

- A new client has joined the ADP program and will attend 3 days/week, spaces still available
- CNE attended on Feb. 4th to provide staff education on Resident Centered Care
- Three Team Leaders have joined our Relief roster and we continue to recruit for CCA staff
- Care Manager and RCC continue to collaborate with all departments to complete a violence assessment tool for LDHH
- Care Conferences continue monthly

Motion:

15-2025 To adopt the RCC Report as presented.

**Moved by: Marral Meadows
ALL IN FAVOR**

**Seconded by: John Langford
CARRIED**

8. COMMITTEE REPORTS:

- A) **Membership & Nominating Committee** – Marral Meadows reported. The committee met February 24th to review membership applications received since last meeting.

Motion:

16-2025 To approve five (5) membership applications received since December meeting.

**Moved by: Marral Meadows
ALL IN FAVOR**

**Seconded by: Krista Mansbridge
CARRIED**

Kat to contact MGB Custom Inc. to get proper membership form completed. Byron and Kat will meet in March to prepare the Notice of Nominations for distribution per Bylaws.

Motion:

17-2025 To adopt the Nominating and Membership Committee Report as presented.

**Moved by: Marral Meadows
ALL IN FAVOR**

**Seconded by: Jim Selinger
CARRIED**

- B) **Executive Committee** – The committee did not meet
- C) **Governance Committee** – The committee did not meet
- D) **Finance Committee** – The committee did not meet
- E) **Quality & Service Delivery** – The committee did not meet
- F) **Communications and Strategic Planning** – Caroline reported on the activities of the committee in February.
1. Staffing Strategy
 2. Communication Strategy
 - Kat provided a detailed report on her activities during the month
 - Kat will work with Byron to create announcement and poster for upcoming Board Nominations.
 - A number of community presentations occurred in January and February with Board members communicating the message of LDHH membership and Looking Forward.
 3. Fundraising/Visioning Strategy
 - Work has begun to plan a Seniors Symposium for the Fall of 2025. The event will be planned with other like-minded groups and individuals

- Jan 27th meeting with Minister Carr has been rescheduled for March 17th.
- Arm River MLA Barret Kropf scheduled to tour the Home and meet with members of the board on February 4th.

Motion:

18-2025 To approve the Communications & Strategic Planning report as presented.

**Moved by: Caroline Hoffart
ALL IN FAVOR**

**Seconded by: Lesley Crossman
CARRIED**

9. BOARD FORUM

10. NEW BUSINESS

A) Governance Manual and Appendices

The revised documents have been available on the portal for Board member review for two months.

Motion:

19-2025 To approve the revised Governance Manual and Appendices as presented in January 2025.

**Moved by: Tammy Knuttila
ALL IN FAVOR**

**Seconded by: Lesley Crossman
CARRIED**

B) Volunteer Work Study

The Quality & Service Delivery Committee will meet on March 19th to begin work on a Volunteer Work Study. Michelle Buhay, Recreation Coordinator, will be in attendance to assist the process.

C) Meeting Type

Discussion held re: pros/cons of meetings held via ZOOM, in-person and hybrid. Issues of cost, drive times, weather conditions, recruitment of new board members and lack of technology were all discussed.

Motion:

20-2025 To hold all Regular meetings of the Board via ZOOM and the AGM in-person with an option to join virtually.

**Moved by: Caroline Hoffart
ALL IN FAVOR**

**Seconded by: Krista Mansbridge
CARRIED**

11. IN-CAMERA SESSION:

To move into in-camera session 7:55 Krista Mansbridge/Tammy Knuttila
To move out of in-camera session 8:40 Krista Mansbridge/Marral Meadows


12. ADJOURNMENT AND NEXT BOARD MEETING:

The next Regular Board meeting will be Monday, March 24, 2025 @ 7:00 via Zoom.

Meeting adjourned at 8:45 pm.

24-03-25

Date



CHAIRPERSON



SECRETARY TO THE BOARD – Sara Cox