



Celebrating over 50 years of Quality Living

COMMITTEE OF MANAGEMENT

MINUTES

The regular meeting of the Committee of Management of Fairhaven was held on February 9, 2011 at 1:00 p.m. in the Boardroom at Fairhaven.

ATTENDANCE

Members

Douglas Percy*	County Councillor	Present
Janet Clarkson	County Councillor	Present
Lesley Parnell	City Councillor	Present
Len Vass	City Councillor	Present
Kevin Derry**	Community Representative	Present
Ken Jackman	Community Representative	Present

Staff

Joy L. Husak	Executive Director	Present
Eric Lodgins	Director of Corporate Services	Present
Doug Frost	Accountant	Present
Jennifer Baro	Management Support Coordinator	Present

Guests Speaker

Lillian Horn	Housekeeping Services Supervisor	Present (until 1:20 p.m.)
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* Chair

** Vice Chair

1.0 Approval of Agenda

The Chair called the meeting to order at 1:00 pm.

Moved by J. Clarkson, seconded by K. Derry that,

“The Agenda of February 9, 2011 BE APPROVED.”

Carried

2.0 Approval of Minutes of January 12, 2011

Moved by K. Derry seconded by K. Jackman that,

“The Minutes of January 12, 2011 BE APPROVED.”

Carried

3.0 Guest Speaker –Lillian Horn Housekeeping Services Supervisor

50th Anniversary Wrap up report

4.0 Executive Director Report

We admitted our 3000 resident on Wednesday February 9, 2011.

Moved by K. Jackman, seconded by L. Parnell that,

“Report # 2011 ED Report 03 Executive Director Report BE RECEIVED”

Carried

5.0 Financial Report

5.1 Report 2011 FIN 02 Financial Report.

Moved by K. Derry, seconded by J. Clarkson that,

“Report # 2011 FIN 02 Financial Report BE APPROVED”

Carried

6.0 Services Reports

6.1 Report 2011 DOC 02 Clinical Services

Moved by L. Parnell, seconded by K. Jackman that,

“Report # 2011 DOC 02 Report on Clinical Services BE RECEIVED”

Carried

6.2 Report 2011 HR 02 Human Resources Report

Moved by K. Jackman, seconded by L. Parnell that,

“Report # 2011 HR 02 Report on Human Resources BE RECEIVED”

Carried

7.0 Quality Reports

7.1 Report 2011 ED Quarterly Reports

Moved by K. Derry, seconded by L. Vass that,

“Report # 2011 ED 04 Quarterly Report on Director of Corporate Services, Human Resources, Resident Programs, Environmental Services, Health & Safety, Financial Management, Nursing Department BE RECEIVED”

Carried

8.0 Governance

8.1 Terms of Reference for Committee of Management/Committee of Management Appointees

Move by K. Jackman, seconded by J. Clarkson that,

“Terms of Reference for the Committee of Management & Committee of Management Appointees were presented and reviewed. At the March Committee of Management meeting a draft copy of Committee of Management By-Laws will be sent prior to the meeting for review.”

Carried

8.2 2011 Provincial Budget Advocacy Campaign

Fairhaven is one of 435 homes participating in "It Takes a Team to Care" campaign launched by Ontario Long Term Care Association. MPP Jeff Leal and Warden J. Murray Jones will be attending our presentation on Thursday February 24th at 6:30 p.m. All Committee of Management Members are welcome to attend. This campaign will run until beginning of March with a target of 100,000 signatures province wide.

8.3 Compliance Webinar

L. Vass and K. Jackman attended the Long Terms Care Homes Act Implementation Webinar for Boards. With just going through the Accreditation process in the May of 2010, we are well positioned to for compliance inspection.

9.0 Member Reports on Community Issues Related to Fairhaven

J. Clarkson inquired about an accessibility audit of the home to see if we were up to date with Ministry Standards. J. Clarkson will provide Fairhaven with the name of the auditor that the County of Peterborough is familiar with.

10.0 New Business-Items for Information

Central East Local Health Integration Network (CE LHIN) Organizational Health Self Assessment Tool was presented to Committee of Management members from the CE LHINS- Governance Advisory Committee. If a Board member is interested in joining the Governance Advisory Council, they are encouraged to submit an Expression of Interest through the CE LHIN's.

11.0 Closed Session

Moved by L. Vass, seconded by K. Jackman that,

"The Committee GO INTO CLOSED SESSION for discussion under *The Municipal Act, 2001* Section 239(2):

(a) Personal matters about an identifiable individual, including municipal or local board employees."

Moved by K. Derry, seconded by L. Parnell that,

“The Committee COME OUT OF CLOSED SESSION.”

Carried

Moved by K. Jackman, seconded by L. Vass that,

“Committee of Management approved the feasibility study and agrees to give the go ahead with the next step of the process.”

Carried

12.0 Adjournment

Moved by K. Jackman, seconded by L. Vass that,

“There being no further business, the meeting BE ADJOURNED at 3:00 p.m.”

Carried

Next Meeting:

The next meeting of the Fairhaven Committee of Management is **Wednesday March 9, 2011** in the Boardroom at **1:00 p.m.**



Chairperson
Committee of Management



Executive Director

Approved as Presented

Approved with Corrections

c.
Deputy City Clerk and Mayor via email to
be posted on the City’s corporate network

Warden J. Murray Jones
Gary King, CAO