



Celebrating over 50 years of Quality Living

COMMITTEE OF MANAGEMENT

MINUTES

The regular meeting of the Committee of Management of Fairhaven was held on April 13, 2011 at 1:00 p.m. in the Boardroom at Fairhaven.

ATTENDANCE

Members

Douglas Pearcy*	County Councillor	Present
Janet Clarkson	County Councillor	Present
Keith Riel	City Councillor	Present
Len Vass	City Councillor	Regrets
Kevin Derry**	Community Representative	Regrets
Ken Jackman	Community Representative	Present

Staff

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

Guest Speaker

Jeffery Gardner	Nurse Practitioner	Present
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* Chair

** Vice Chair

1.0 Approval of Agenda

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

Additions to the agenda 13.3- Central east LHIN Fifth Annual Symposium

13.4- Strategic Plan

13.5- OLTCA Convention

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

“The Agenda of April 13, 2011 BE APPROVED with amendments.”

Carried

2.0 Approval of Minutes of March 9, 2010

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

“The Minutes of March 9, 2011 BE APPROVED.”

Carried

3.0 Guest Speaker- Jeffery Gardner Nurse Practitioner

Power Point presentation: Nurse Practitioner presented statistics from the past year since the program has been in place at Fairhaven. Some of the significant benefits to having an NP coming into the home are;

- Helping to prevent avoidable transfers of residents to emergency departments
- Providing residents with timely, same day access to assessments, diagnoses and treatments for acute and episodic conditions and injuries.
- Supporting residents, families and care providers in managing acute behavioural changes and end of life issues.

4.0 Financial Report

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

“Report # 2011 FIN 04 Finance Manager Report BE APPROVED”

Carried

5.0 Executive Director Report

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

“Report # 2011 ED Report 07-Executive Director Report BE RECEIVED”

Carried

6.0 Director of Corporate Services Report

Report 2011-DOCS 03 Director of Corporate Services

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

“Report # 2011 DOCS 03 Director of Corporate Services Report BE RECEIVED”

Carried

7.0 Services Reports

7.1 Report 2011 DOC 04 Clinical Services Report

7.2 Report 2011 HR 04 Human Resources Report

8.0 Quality Reports

8.1 Residents Stats

8.2 Quarterly Report

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

“Report # 2011 DOC 04 Report on Clinical Services, Report # 2011 HR 04 Report on Human Resources, ED 06 Residents Stats, and Quarterly Report for Human Resources BE RECEIVED”

Carried

9.0 Governance

9.1 Appointment of Councillor to Committee of Management

We welcome Keith Riel to Fairhaven's Committee of Management. L. Parnell resigned her position due to time constraints. K. Riel was appointed by Mayor Bennett of Peterborough.

10.0 Foundation

10.1 Committee of Management Liaison

Defer until after Foundation Board Meeting on April 18, 2011

11.0 Health & Safety

Fairhaven has signed on with Public Services Health & Safety Association of Ontario in joining forces with prevention in health & safety.

12.0 Member Reports on Community Issues Related to Fairhaven

MPP Donna Cansfield will be touring Fairhaven on Wednesday May 18th.
Invitations will be sent out to MPP Jeff Leal, Mayor Bennett, and Warden Jones.

13.0 New Business-Items for Information

13.1 Volunteer Appreciation Night

Volunteer Appreciation night is set for April 13, 2011. We welcome the Committee of Management to attend this event. Wine and cheese will be served along with entertainment. The theme this year is "Volunteers are the Key to our Success"

13.2 You're in the Loop

13.3 Central East LHIN Fifth Annual Symposium

May 31, 2011 in Ajax, Board Members are welcome to attend
Registration deadline is May 20, 2011.

13.4 Strategic Plan

Date for Strategic Plan Session II is Friday April 15, 2011 at the Greater Peterborough economic Development Corporation starting at 9:00 p.m. All Board Members are welcome to attend.

13.5 OLCA Convention

J. Husak attended the Ontario Long-Term Care Association (OLTCA) Conference. The OLTCA is still pushing for additional funding for LTC. If additional beds or funding doesn't come through for LTC, then we should strategize our feasibility study towards assisted living accommodations.

14.0 Closed Session

Moved by K. Riel, seconded by J. Clarkson 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. Jackman, seconded by J. Clarkson that,

"The Committee COME OUT OF CLOSED SESSION."

Carried

14.2 Roof Tender

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

"Motion to approve Applewood as contractor and Accent Consulting Engineers to be the successful candidates as per Request For Proposal. The combined cost will not exceed \$123,000.00."

Carried

15.0 Adjournment

Moved by K. Jackman, seconded by K. Riel 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 May 11, 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, CA