



## STAFF REPORT ACTION REQUIRED

### Seven Oaks – Request for Expenditure from Toronto Challenge Donations Account

<b>Date:</b>	October 3, 2008
<b>To:</b>	Advisory Committee on Long-Term Care Homes and Services
<b>From:</b>	General Manager, Long-Term Care Homes and Services
<b>Wards:</b>	Ward 43
<b>Reference Number:</b>	

#### **SUMMARY**

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Each home has a variety of donations accounts and Toronto Long-Term Care Homes and Services has an overarching policy that requires any expenditure request from a donations account to have the support and endorsement of both the Home Advisory Committee and the General Manager. Further, expenditure requests over the amount of \$7,500.00 also require the endorsement of the Advisory Committee on Long-Term Care Homes and Services.

The policy related to designated uses of the donations accounts states that expenditures shall not be made for the ordinary operation and maintenance of the home. The policy further states that the purpose of the donations accounts is to enrich or enhance the quality of life for residents.

Seven Oaks Home Advisory Committee has recently reviewed and approved a request for \$8,800.00 from the Toronto Challenge Donations Account as outlined in their minutes of September 9, 2008. This expenditure request is referred to the Advisory Committee on Long-Term Care Homes and Services for the committee's further consideration.

#### **RECOMMENDATION**

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The General Manager, Long-Term Care Homes and Services, recommends that the Advisory Committee on Long-Term Care Homes and Services endorse the requested \$8,800.00 expenditure from the Toronto Challenge Donations Account at Seven Oaks.

## **Financial Impact**

There are no financial implications to the Long-Term Care Homes and Services operating budget arising out of this report.

## **DECISION HISTORY**

Seven Oaks was opened in 1989 and provides care and service for 249 residents on five units. The home has undertaken efforts to improve the living areas for residents by replacing aging furniture on the resident units.

The total expenditure request is for \$8,800.00 for the purchase of 25 wing back chairs at a cost of \$300.00 each plus applicable taxes for the 1<sup>st</sup> unit to replace existing chairs that can no longer be repaired.

The expenditure request was approved by the Home Advisory Committee at its meeting on September 9, 2008 and has the support of the Administrator and the General Manager.

## **ISSUE BACKGROUND**

The source of the funds is the Toronto Challenge Donations Account and were raised through this event for the express purpose of furnishing the resident areas in order to provide a pleasant, comfortable, homelike environment for residents and their families to enjoy.

The requested expenditure will be made in a manner that complies with the purchasing requirements of the City of Toronto.

## **COMMENTS**

The current balances in the donations accounts are as follows:

General Donations	\$ 4,707.79
Toronto Challenge Donations	\$31,445.50
Night of Knights Donations	\$45,965.67
Spiritual and Religious Care Donations	\$ 342.45
Volunteers Donation	\$22,220.86

In accordance with the Division's operating policies, expenditures over \$7,500.00 also require the endorsement of the Advisory Committee on Long-Term Care Homes and Services, to ensure that the proposed use of the donations account is consistent with the general purpose of the donations accounts and the proposed items will enhance residents' lives.

## **CONTACT**

Karen Wallace, Administrator, Seven Oaks

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## **SIGNATURE**

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Sandra Pitters

General Manager, Long-Term Care Homes and Services