

Advisory Committee on Long-Term Care Homes and Services

Meeting No.	27	Contact	Colleen O'Neill, Committee Secretary
Meeting Date	Friday, November 20, 2009	Phone	416-392-5227
Start Time	9:30 AM	E-mail	coneill1@toronto.ca
Location	Meeting Room 310, Metro Hall	Chair	Dr. Paul Gamble

Advisory Committee on Long-Term Care Homes and Services		
Dr. Paul Gamble, Chair Barbara Buckspan Councillor Janet Davis Moshe Greengarten Jack Harmer	Sandra Kerr Linda Legault Catherine MacDonald Jan Nowakowski	Patricia Prentice Birgitte Robertson Willis Rudy Margaret Smuk

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Declarations of Interest under the Municipal Conflict of Interest Act.**Confirmation of Minutes - October 23, 2009.****Communications/Reports**

HA27.1	ACTION			Ward: 2
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LTCHS Division – Request for Expenditure from Education Donations Account for Management Team Development for Kipling Acres**Origin**

(November 3, 2009) Report from General Manager, Long-Term Care Homes and Services

Recommendations

The General Manager recommends that the Advisory Committee on Long-Term Care Homes and Services endorse the requested expenditure for \$4,500.00 plus GST and expenses from the divisional Education Donations Account.

Summary

The Long-Term Care Homes and Services Division has a variety of donation accounts, including a divisional Education Donations account. Divisional practice is for any expenditure request from this Education Donation account to have the support of the General Manager and the Advisory Committee on Long-Term Care Homes and Services.

Kipling Acres (KA) is undergoing a significant period of change management at present, following a number of changes in key management staff, including a new Administrator and the start of planning for the possible capital redevelopment of the home. “Change management” is a process during which changes in a system are implemented in a controlled manner with a pre-defined framework or model. In order to support the KA team in managing both expected and unexpected changes that will arise out of day-to-day operations and capital redevelopment, the Administrator has requested the opportunity for the team to work with an expert in change management, with the goal of more fully understanding the dynamics of change management, building team cohesiveness and building team capacity to be anticipative and proactive in change management processes. The Administrator and the Division’s Coordinator of Staff Education collaborated to develop a plan that provides the management team with a series of three one-day workshops. Steve Mathew is a recognized facilitator in team building. He has previously been a presenter in the successful “Managing Your Career” program, has facilitated a number of management teams in the Division and is a former Psychogeriatric Resource Consultant (PRC) working closely with Homes’ staff.

This report requests approval to utilize the divisional Education Donations account to support this educational endeavour.

Financial Impact

There is no impact on the 2009 operating budget.

This expenditure request is for use of the Education Donations account and is made in accordance for the criteria for use of this fund.

Background Information

LTCHS Division - Request for Expenditure from Education Donations Account for Management Team Development for Kipling Acres

(<http://www.toronto.ca/legdocs/mmis/2009/ha/bgrd/backgroundfile-25145.pdf>)

HA27.2	Information			Ward: 6, 21, 28
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Update Regarding Emergency Mobile Pilot Project

Origin

(November 3, 2009) Report from General Manager, Long-Term Care Homes and Services

Summary

On September 29, 2008, the Long-Term Care Homes and Services Division began a pilot project in collaboration with the University Health Network (UHN) and the Toronto Western Hospital (TWH) entitled the Emergency Mobile Pilot Project. The project proposed to provide emergency department (ED) outreach to selected long-term care homes as a strategy to avoid unnecessary Emergency Medical Services (EMS) transport and ED admission, when the residents could be safely cared for in the long-term care home. At its meeting on February 27, 2009, the Advisory Committee on Long-Term Care Homes and Services received an initial report regarding the pilot project and asked staff to report back in late 2009 regarding progress and feasibility of continuation of the pilot project.

Originally, the pilot project involved two of the Division's long-term care homes, namely Castleview Wychwood Towers (CWT) and Fudger House (FH). On October 2, 2009, Lakeshore Lodge also became involved in the TWH/UHN pilot.

The Emergency Mobile Pilot Project has evolved over the last year to a format which predominately consists of regularly scheduled on-site weekly assessment visits, supported by the mobile TWH/RN phone consultations for "unexpected non-urgent" changes in residents' status and ongoing access to on-site assessment for individual residents as required.

This report provides an update regarding the Emergency Mobile Pilot Project.

Financial Impact

There is no financial impact arising from this report in the 2009 operating budget.

Background Information

Update Regarding Emergency Mobile Pilot Project

(<http://www.toronto.ca/legdocs/mmis/2009/ha/bgrd/backgroundfile-25146.pdf>)

HA27.3	Information			Ward: All
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Community Development and Recreation Committee Item 27.3 Proposed New Member

Origin

(November 2, 2009) Letter from City Clerk

Summary

City Council on October 26 and 27, 2009, adopted this item without amendment, and in so doing, approved the appointment of Jan Nowakowski to membership on the Advisory Committee on Long-Term Care Homes and Services, for a period of four years, with the provision for an extension of additional term, as outlined in the terms of reference.

HA27.4	ACTION			
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Proposed 2010 Schedule of Meetings

Summary

Upon review by the Chair and City Program Staff, the following proposed Schedule of Meetings for 2010 is presented to the Advisory Committee for approval:

- i. Friday, January 22, 2010, 9:30 a.m.
- ii. Friday, February 19, 2010, 9:30 a.m.
- iii. Friday, April 9, 2010, 9:30 a.m.
- iv. Friday, May 7, 2010, 9:30 a.m.
- v. Friday, June 4, 2010, 9:30 a.m.
- vi. Friday, August 20, 2010, 9:30 a.m.
- vii. Friday, October 1, 2010, 9:30 a.m.
- viii. Friday, November 12, 2010, 9:30 a.m.
- ix. Friday, December 10, 2010, 9:30 a.m.

(No Material Attached)

HA27.5	Information			
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Minutes of Home Advisory Committees

Origin

(October 27, 2009) Report from General Manager, Long-Term Care Homes and Services

Summary

The purpose of the following reports is to provide members of the Long-Term Care Homes and Services Advisory Committee with copies of the following meetings for their information:

1. (October 29, 2009) Minutes of Bendale Acres Home Advisory Committee
(September 30, 2009)
2. (November 2, 2009) Minutes of Cummer Lodge Home Advisory Committee
(October 5, 2009)
3. (October 27, 2009) Minutes of Fudger House Home Advisory Committee
(September 9, 2009)
4. (November 3, 2009) Minutes of Kipling Acres Home Advisory Committee
(October 27, 2009)
5. (October 27, 2009) Minutes of Lakeshore Lodge Home Advisory Committee
(September 24, 2009)
6. (October 29, 2009) Minutes of Lakeshore Lodge Home Advisory Committee
(October 22, 2009)
7. (October 27, 2009) Minutes of True Davidson Acres Home Advisory Committee
(September 17, 2009)
8. (October 27, 2009) Minutes of True Davidson Acres Home Advisory Committee
(October 15, 2009)

Background Information

Bendale Acres Minutes - September 30, 2009

(<http://www.toronto.ca/legdocs/mmis/2009/ha/bgrd/backgroundfile-25147.pdf>)

Cummer Lodge Minutes - October 5, 2009

(<http://www.toronto.ca/legdocs/mmis/2009/ha/bgrd/backgroundfile-25148.pdf>)

Fudger House Minutes - September 9, 2009

(<http://www.toronto.ca/legdocs/mmis/2009/ha/bgrd/backgroundfile-25149.pdf>)

Kipling Acres Minutes - October 27, 2009

(<http://www.toronto.ca/legdocs/mmis/2009/ha/bgrd/backgroundfile-25150.pdf>)

Lakeshore Lodge Minutes - September 24, 2009

(<http://www.toronto.ca/legdocs/mmis/2009/ha/bgrd/backgroundfile-25151.pdf>)

Lakeshore Lodge Minutes - October 22, 2009

(<http://www.toronto.ca/legdocs/mmis/2009/ha/bgrd/backgroundfile-25152.pdf>)

True Davidson Acres Minutes - September 17, 2009

(<http://www.toronto.ca/legdocs/mmis/2009/ha/bgrd/backgroundfile-25153.pdf>)

True Davidson Acres Minutes - October 15, 2009

(<http://www.toronto.ca/legdocs/mmis/2009/ha/bgrd/backgroundfile-25154.pdf>)