



MINUTES

**JOHN NOBLE HOME
COMMITTEE OF MANAGEMENT
WEDNESDAY, FEBRUARY 9, 2022**

1:00 P.M.

VIRTUAL MEETING

JOHN NOBLE HOME

Sarah MacCuish
Coordinator of Administrative Services

**JOHN NOBLE HOME COMMITTEE OF MANAGEMENT
MINUTES**

WEDNESDAY, FEBRUARY 9, 2022

1:00 P.M.

VIRTUAL MEETING

Clerk called meeting to order at 1:00 p.m.

1. ROLL CALL

Present: City of Brantford
Councillor Carpenter
Councillor Vanderstelt
Councillor Antoski
Councillor Sicoli (1:03 p.m.)

County of Brant
Councillor Gatward
Councillor Wheat
Councillor MacAlpine

Regrets: County of Brant
Mayor Bailey

Also Present: J. Miller, S. MacCuish, M. Cox, S. Proulx, S. Dykstra, C. Glover, B. Stonham

2. DECLARATIONS OF CONFLICTS OF INTEREST

No pecuniary interests were declared.

3. ELECTION

3.1 Election of Chair, John Noble Home Committee of Management

Sarah MacCuish, Coordinator of Administrative Services, conducted the Election of the Chair, John Noble Home Committee of Management.

Moved by Councillor Wheat
Seconded by Councillor Antoski

THAT nominations for the Chair of John Noble Home, Committee of Management for a term to expire December 31, 2022 BE OPEN

Moved by Councillor Wheat
Seconded by Councillor Vanderstelt

THAT Councillor Antoski BE NOMINATED as Chair.

Councillor Antoski declined the nomination with thanks.

Moved by Councillor Carpenter
Seconded by Councillor Antoski

THAT Councillor Gatward BE NOMINATED as Chair.

Councillor Gatward accepted the nomination. There were no further nominations.

Moved by Councillor Wheat
Seconded by Councillor Vanderstelt

THAT nominations BE CLOSED.

Councillor Gatward elected and assumed the Chair at 1:06 p.m.

Councillor Gatward, Chair, conducted the election for the Vice-Chair, John Noble Home Committee of Management.

3.2 Election of Vice-Chair, John Noble Home Committee of Management

Moved by Councillor Carpenter
Seconded by Councillor Antoski

THAT nominations for the Vice-Chair of John Noble Home, Committee of Management for a term to expire December 31, 2022 BE OPEN

Moved by Councillor Carpenter
Seconded by Councillor Wheat

THAT Councillor Antoski BE NOMINATED as Vice-Chair.

Councillor Antoski accepted the nomination.

No further nominations were made.

Moved by Councillor Wheat
Seconded by Councillor Vanderstelt

THAT nominations for Vice-Chair BE CLOSED

Councillor Antoski elected, Vice-Chair, John Noble Home Committee of Management for term to expire December 31, 2022

CARRIED

4. MINUTES

4.0 Minutes

Moved by Councillor Antoski
Seconded by Councillor Sicoli

THAT the following Minutes (4.1-4.3) BE ADOPTED:

4.1 John Noble Home Committee of Management – December 8, 2021

4.2 John Noble Home Committee of Management, Special Meeting – January 17, 2022

4.3 John Noble Home Committee of Management, Special Meeting, IN-CAMERA – January 17, 2022

CARRIED

5. PRESENTATIONS/DELEGATIONS (list, if any, available at meeting)

There were no presentations or delegations.

6. ITEMS FOR CONSENT

Moved by Councillor Vanderstelt
Seconded by Councillor Antoski

THAT Items for Consent (6.1 to 6.4) BE APPROVED

Items for Consent 6.1 & 6.4 were separated for discussion.

Items for Consent 6.2 & 6.3 were voted on and approved.

6.2 John Noble Home Monthly Budget Summary for November 2021 [Financial Impact – None – Overall On Track at this Time] (JNH2022-02)

THAT the Monthly Budget Summary JNH2022-02 for November 30, 2021 for the John Noble Home BE RECEIVED.

6.3 John Noble Home Year End Audit Update for Fiscal Year Ending December 31, 2021 [Financial Impact – None – Overall Under Budget at this Time] (JNH2022-03)

THAT the John Noble Home Year End Audit Update for Fiscal Year Ending December 31, 2021 (JNH2022-03) BE RECEIVED.

Moved by Councillor Antoski
Seconded by Councillor Wheat

**6.1 John Noble Home Administrator's Report [Financial Impact - None]
(JNH2022-01)**

THAT the John Noble Home Administrator's Report JNH2022-01 BE RECEIVED.

J. Miller informed the Committee that the Ministry has revised the guidelines for visiting since the report was written. Revisions include: Residents can now identify four caregivers instead of two; day absences for social reasons are permitted for residents who have received their third dose; on February 21st general visitors will be allowed back in the Home if they are fully vaccinated.

The majority of residents have received their fourth dose. J. Miller would like thank the Committee as this is her last Committee of Management meeting.

The Home remains in outbreak as a result of waiting 11 days for resident Covid-19 test results. M. Cox has reached out to public health to request if rapid test results can be accepted as timely results have not been obtained.

Councillor Antoski wishes to thank J. Miller for building a team and a great environment while setting a very high bench mark for future Administrators.

Item 6.1 was voted on and approved.

Moved by Councillor Carpenter
Seconded by Councillor Vanderstelt

**6.4 The Quality Improvement Report for priority and elective indicators for
Quarter 2, 2021 [Financial Impact- None] (JNH2022-06)**

THAT the John Noble Home Quality Improvement Report JNH2022-06 for priority and elective indicators for Quarter 2, 2021 BE RECEIVED.

Councillor Carpenter highlighted that although some of indicators are higher than the provincial averages that this can be attributed to the homes low number of restraints.

B. Stonham added that restraint use can lead to an increase in skin integrity issues as well as falls with more serious risk of injury to the resident.

Item for Consent 6.4 was voted on approved.

CARRIED

7. ITEMS FOR CONSIDERATION

Moved by Councillor Carpenter
Seconded by Councillor Vanderstelt

THAT Items for Consideration (7.1 to 7.4) BE APPROVED

7.1 John Noble Home Long Term Care Service Accountability Agreement (LSAA) - Declaration of Compliance – Schedule E. [Financial Impact - None] (JNH2022-04)

THAT the Chair of the John Noble Home Committee of Management BE AUTHORIZED to sign the Declaration of Compliance Page – Schedule E, as the John Noble Home through the Corporation of the City of Brantford and the Corporation of the County of Brant has met the compliance obligations of the Long Term Care Service Accountability Agreement by Ontario Health West for ongoing funding of their approved 156 long term care beds.

Item 7.1 was voted on and approved.

7.2 Extension of the Nursing supply Contract for one additional year [Financial Impact - HST] (JNH2022-05)

THAT a one-year extension of the Nursing Supply Contract with Medical Mart/Medline BE APPROVED.

Item 7.2 was voted on and approved.

7.3 Appointment of Hiring Sub Committee (3 Members)

Councillor Gatward shared with the Committee that Mayor Bailey has indicated that he is interested in being on the Hiring Sub Committee.

Councillor Vanderstelt, Councillor Carpenter, Councillor Antoski, and Councillor Gatward volunteer to sit on the Hiring Sub-Committee which will also include S. Dykstra, Human Resources and Claims Coordinator and C. Glover, Human Resources Support Contractor.

Councillor Vanderstelt suggested that through the hiring process it is best to have as many eyes on the process as possible as everyone has a wealth of knowledge and experience to draw from.

There are 41 applicants at this time and the posting ends today. The number of applicants speaks to the reputation. Councillor Gatward shared that Dr. Legere, Medical Director, has requested to have input into the hiring process and will be asked to prepare a few interview questions to assist the Hiring Committee with the interview process.

Moved by Councillor Antoski
Seconded by Councillor Sicoli

THAT the Hiring Sub-Committee be formed with the five members who have volunteered (Councillor Gatward, Councillor Antoski, Councillor Vanderstelt, Councillor Carpenter, Mayor Bailey)

Item for Consideration 7.3 was voted on and approved.

8. PRIVATE AND CONFIDENTIAL ITEMS
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Moved by Councillor Wheat
Seconded by Councillor Antoski

THAT Committee MOVE IN-CAMERA to discuss the following items (1:33 p.m.)

MOTION TO MOVE IN-CAMERA
CARRIED

Staff left the meeting S. Dykstra, C. Glover and S. MacCuish remained.

8.1 Personnel Update

Personal matters about an identifiable individual, including municipal or local board employees.

The Committee met In-Camera, discussed item 8.1, provided direction to Staff and returned into Open Session (1:42 p.m.)

J. Miller, S. Proulx re-joined the meeting (1:44 p.m.)

Moved by Councillor Wheat
Seconded by Councillor Antoski

WHEREAS the John Noble Home Administrator has resigned effective February 11, 2022 and the Committee of Management has accepted her resignation with regret;

Be it resolved THAT John Noble Home Committee of Management APPOINT Mary Cox, Director of Care as Interim Administrator effective February 12, 2022

CARRIED

9. CORRESPONDENCE

There were no correspondence items.

10. RESOLUTIONS

Moved by Councillor Wheat
Seconded by Councillor Antoski

THAT Resolution Items (10.1 & 10.2) BE APPROVED.

10.1 Whereas Councillor Richard Carpenter as Chair, was appointed in 2019 as the Committee of Management representative on the Ontario Health Team and

Whereas Councillor Carpenter was designated in 2021 by the new Chair to continue as the JNH representative on the OHT

Therefore, be it resolved that Councillor Carpenter continue as our OHT representative for John Noble Home until further notice.

Item 10.1 was voted on and approved.

Moved by Councillor Carpenter
Seconded by Councillor Antoski

10.2 THAT the Committee of Management appoints Chair, Acting Administrator and Shelly Proulx, Director of Finance as authorized signing authorities on behalf of the Home;

AND THAT the Home's financial institution be authorized to accept any two as signatories on all accounts.

Item 10.2 was voted on and approved.

CARRIED

11. QUESTIONS

Councillor Carpenter asked if the Home has received any written verification of the additional 20 beds being approved by the province? J. Miller stated that written notification has not been received but that she was informed that the verification has been sent to the owners being the City and County.

Several Committee members expressed that they would have preferred the announcement had been brought to the Committee of Management and Staff of the Home first, instead of bypassing them and following political pathways.

Chair Gatward will request on behalf of the Committee that the Home be supplied with official documentation.

Councillor Gatward questioned if the Committee wishes to issue a press release about the Administrators resignation?

Moved by Councillor Wheat
Seconded by Councillor Carpenter

THAT a press release acknowledging the Administrators resignation BE APPROVED

CARRIED

Moved by Councillor Wheat
Seconded by Councillor Antoski

THAT S. MacCuish BE DIRECTED to provide the press release.

CARRIED

J. Miller thanks the Committee and enjoyed serving them in this role. Councillor Carpenter thanks Jennifer for making tremendous connections in the community.

12. NEXT MEETING

The next meeting of the John Noble Home Committee of Management will be held on Wednesday, March 9, 2022 via Zoom.

13. ADJOURNMENT

Moved by Councillor Wheat
Seconded by Councillor Gatward

THAT the meeting of the John Noble Home Committee of Management BE ADJOURNED

CARRIED

The meeting was adjourned at 2:01 p.m.

Councillor Gatward
Chair

S. MacCuish
Coordinator of Administrative Services