



HEALTH COMMITTEE

Wednesday, September 7, 2011

A meeting of the Health Committee was held at the County Administration Building, Pembroke, Ontario on Wednesday, September 7, 2011 at 9:30 a.m.

Present were: Janice Visneskie, Chair
Robert Sweet, Warden

and Committee Members: Mary Campbell, Jennifer Murphy, David Shulist, Tammy Stewart

Absent: Richard Rabishaw

City of Pembroke Reps: Terry O'Neill, Gary Severin

Staff Present: W. James Hutton, Chief Administrative Officer/Clerk
Shelley Sheedy, Administrator, Miramichi Lodge
Shayne Hoelke, Administrator, Bonnechere Manor
Michael Nolan, Emergency Services Director
Leslie Wirth, Emergency Services Deputy Chief
Bruce Beakley, Human Resources Director
Bruce McIntyre, Media Relations/Grants Coordinator
Dianne Johnston, Administrative Assistant, Bonnechere Manor

Chair Visneskie welcomed committee members and called the meeting to order at 9:36 a.m. The roll was called, and no pecuniary interests were declared.

RESOLUTION NO. H-C-11-09-71

Moved by: Reeve Stewart
Seconded by: Mayor Murphy

THAT the minutes of the meeting dated August 10, 2011 be adopted as printed and circulated.

CARRIED.

DELEGATION

Mr. Michael Nolan, Emergency Services Director introduced Ms. Leslie Wirth, Emergency Services Deputy Chief and Emergency Management Program Coordinator. Ms. Wirth provided an overview of the 2011 Emergency Management Program attached as Appendix A.

Mayor Campbell asked if the Red Cross would provide assistance within the first 72 hours during a municipal emergency. Ms. Wirth advised that the Red Cross can be contacted immediately by any municipality and the County of Renfrew Emergency Services Department

would also provide assistance. Mayor Campbell stated appreciation for mock emergency exercises to enhance skills and confidence during emergencies. Mr. Nolan encourages all municipalities to participate in these exercises for the learning opportunity that is provided.

Reeve Stewart inquired if second alternate designates for the purposes of the Emergency Management Program should be selected through the Health Committee. Mr. Nolan advised that further information and recommendations would be brought forward at a future Health Committee meeting.

Chair Visneskie thanked Ms. Wirth for the informative presentation.

EMERGENCY SERVICES REPORT

Mr. Michael Nolan overviewed the Emergency Services Department Report, which is attached as Appendix B.

Mr. Nolan advised committee that a full deployment analysis is currently underway with assistance from the County of Renfrew GIS Program. He stated that this review will include a study of the paramedic base stations and vehicle locations with the goal of improving response times in areas with significant call volume and greater than 0:19:00 response times. Mr. Nolan anticipates that the report and recommendations will be forwarded for committee's consideration in late 2011.

RESOLUTION NO. H-C-11-09-72

Moved by: Reeve Stewart

Seconded by: Mayor Campbell

THAT the Emergency Services Department Report attached as Appendix B be approved.

CARRIED.

Ms. Leslie Wirth, Emergency Services Deputy Chief vacated the meeting at 10:08 a.m.

LONG TERM CARE REPORT

Mrs. Shelley Sheedy overviewed the Long Term Care Report attached as Appendix C. Mrs. Sheedy distributed and overviewed the Long Term Care Addendum Report attached as Appendix D which included the resident statistics for the month of August.

MIRAMICHI LODGE DEPARTMENT REPORT

Mrs. Shelley Sheedy overviewed the Miramichi Lodge Report, which is part of the Long-Term Care Report.

Mrs. Sheedy advised that the Ministry of Health and Long-Term Care (MOHLTC) recently advised long-term care homes (LTCHs) of approved amendments to the Ontario Regulation 79/10 under the LTCHs Act, 2007. Mrs. Sheedy reminded committee of information provided during the 2011 budget discussions regarding the issue of doors in Miramichi Lodge; the draft

amendments held new “A” Homes built to the 1999 MOHLTC design standards (such as the Lodge) to an even higher standard without the capital funding to do so. The final amendments were received August 8, 2011, effective August 1, 2011 and indicated that the one area of non-compliance for the Lodge, specifically an audible alarm system which can only be cancelled at the point of activation, remained the same. Mrs. Sheedy advised that the cost to implement this requirement is estimated at \$30,000.00. Mrs. Sheedy reminded committee that the LTCHs received notice of increases in MOHLTC funding in July 2011, retroactive to April 1, 2011. Specifically, Miramichi Lodge received a \$47,552.36 increase to the “Other Accommodation” envelope in this budget year.

RESOLUTION NO. H-C-11-09-73

Moved by: Mayor Campbell

Seconded by: Reeve Stewart

THAT Health Committee recommend to County Council that up to \$30,000.00 of Ministry of Health and Long-Term Care funding from the “Other Accommodation” envelope be utilized to meet the Long-Term Care Homes Act/Regulation amendment regarding audible door alarms.

CARRIED.

Mrs. Sheedy reminded committee that the sum of \$25,000 to purchase new beds was approved by Committee and Council through the 2011 Miramichi Lodge Capital Budget. This item is part of the Capital Asset Replacement Plan developed for the Home as the current bed stock was purchased more than fifteen years ago. Committee may also recall that in March 2011, long-term care homes (LTCHs) received one-time funding from the Ministry of Health and Long-Term Care (MOHLTC) to purchase equipment that “improves the safety and reduces injuries due to falls” in LTCHs. Miramichi Lodge received \$37,972.00 and purchased seventeen (17) ‘high-low’ beds. Mrs. Sheedy advised that these beds can be lowered close to the floor for residents at risk of getting out of bed without assistance and/or falling out of bed. At that time, Committee was also advised of new information that has been received by LTCHs regarding potential risk of resident entrapment related to bed rails and/or mattresses and that staff would bring the issue of the \$25,000.00 in municipal funding back to Committee and Council for consideration of reallocation of the previously approved funding for bed purchases towards purchases of new mattresses and beds.

Mrs. Sheedy advised that preliminary testing has indicated that the existing beds purchased in 1996 do not meet the entrapment guidelines for safety rails and further, some of the current mattress stock also does not meet these guidelines. Mrs. Sheedy is recommending the utilization of the previously approved \$25,000 capital funding for beds to purchase an additional seven (7) ‘high-low’ beds and twenty-seven (27) mattresses that meet the new entrapment guidelines. Mrs. Sheedy advised that staff is currently reviewing measures for current beds that do not meet the guideline in an effort to reduce risk of entrapment and will recommend an ongoing capital plan to replace beds and mattresses.

RESOLUTION NO. H-C-11-09-74

Moved by: Reeve Stewart
Seconded by: Mayor Campbell

THAT Health Committee recommend to County Council the reallocation of the previously approved (2011 Budget) \$25,000 for bed replacements for the purchase of seven (7) high-low beds and twenty-seven (27) mattress replacements.

CARRIED.

BONNECHERE MANOR DEPARTMENT REPORT

Mr. Shayne Hoelke overviewed the Bonnechere Manor Report, which is part of the Long-Term Care Report.

Mr. Hoelke advised committee that a review of Bonnechere Manor's audible alarm system is currently under review and will advise committee if there is a requirement to alter the current system to meet the new Ontario Regulation 79/10 under the Long-Term Care Homes Act, 2007, in which an audible alarm can only be cancelled at the point of activation.

Chair Visneskie on behalf of the Committee congratulated Mr. Lee Kirkwood, Environmental Services Supervisor for being published in the Long-Term Care Magazine.

Mayor Campbell asked why Bonnechere Manor Day Program attendance numbers had declined as reported within the Quarterly Performance Targets for 2011. Mr. Hoelke stated that client referrals to the community day programs come from the Community Care Access Centre and communication continues with this agency to increase referrals for day program attendance. Mr. Hoelke advised that he will provide recommendations at a future Health Committee meeting to enhance the community day program services.

RESOLUTION NO. H-C-11-09-75

Moved by: Reeve Stewart
Seconded by: Mayor Murphy

THAT the Long-Term Care Department Report, including reports from Miramichi Lodge and Bonnechere Manor and the Long-Term Care Addendum Report, attached as Appendix C and D respectfully be approved.

CARRIED.

Mr. Bruce McIntyre, Media Relations/Grants Coordinator vacated the meeting at 10:33 a.m.

RESOLUTION NO. H-C-11-09-76

Moved by: Mayor Campbell
Seconded by: Councillor O’Neill

THAT this meeting become a closed meeting for the following purpose(s) – Time 10:33 a.m.

- (a) the security of the property of the municipality or local board;
- (b) personal matters about an identifiable individual, including municipal or local board employees;
- (c) a proposed or pending acquisition or disposition of land by the municipality or local board;
- (d) labour relations or employee negotiations;
- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- (g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another act;
- (h) A meeting of a council or local board or of a committee of either of them may be closed to the public if the following conditions are both satisfied:
 - i. The meeting is held for the purpose of educating or training the members AND
 - ii. At the meeting, no member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the council, local board or committee.

CARRIED.

RESOLUTION NO. H-C-11-09-78

Moved by: Councillor O’Neill
Seconded by: Councillor Severin

THAT this meeting resume as an open meeting - Time 10:36 a.m.

CARRIED.

RESOLUTION NO. H-C-11-09-79

Moved by: Mayor Murphy

Seconded by: Reeve Stewart

THAT this meeting adjourn and the next regular meeting of this committee be held Wednesday, October 12, 2011, at 9:30 a.m. in the County Council Chambers, County of Renfrew Administration Building, Pembroke Ontario. Time-10:36 a.m.

CARRIED.



**County of Renfrew
Health Committee**

**2011 Emergency
Management Program
Review**

Legislative Responsibilities

- Emergency Management and Civil Protection Act
- Ontario Regulation 390/04 - Standards
- Requires that all municipalities in Ontario have an emergency management program and adopt a by-law for such.

✓ *County of Renfrew By Law 66-04*

A By-Law requiring an Emergency Management Program for the protection of public safety, health, the environment, the critical infrastructure and property, and to promote economic stability and a disaster-resilient community (2004).

A large, stylized tree logo in the background, rendered in a light yellow and blue color scheme. The tree has a thick trunk and a wide, flat canopy with many branches. The text is overlaid on this background.

EMCPA

Program Requirements

- **An Emergency Plan**
- **Coordination by County**
- **Training and Exercises**
- **Hazard & Risk Assessment and Identification of Infrastructure**
- **Public Education**
- **Declaration**
- **Other**

Emergency Plan

- Plan to govern the provision of necessary services during an emergency outlining who will respond and how such actions will be carried out.
 - Plan must be adopted by law.
 - Requires annual review.
- ✓ *County of Renfrew Emergency Response Plan
– August 2009, by-law 91-09.*

Coordination by County

- The council of a County may with the consent of the municipalities situated within the county coordinate and assist in the formulation of their emergency plans.
- ✓ *The County of Renfrew Emergency Management Program provides assistance to Lower Tier Municipalities within the County as requested.*

Training and Exercises

- Training and exercises are required to ensure the readiness of personnel to respond in accordance with the Emergency Response Plan.
 - ✓ *MCI Training for Paramedic Service, Municipal Police and Fire, Dispatch, and OPP. Annual Exercise of Plan and Control Group Training.*

Hazard & Risk Assessment and Infrastructure Identification

- Municipalities are required to identify and assess hazards and risks to public safety.
- Critical infrastructure required to carry out necessary functions is to be identified.
 - ❖ *Lower Tier Municipalities have not shared hazard and risk assessment with the County.*
 - ✓ *A Hazard Identification and Risk Assessment is conducted annually by the CEMC.*
 - ✓ *Each Department within the County has identified the infrastructure necessary to carry out priority functions. Interdependencies have not been clearly defined.*

Public Education

- Municipalities are required to provide public education on risks to public safety and on public preparedness for emergencies.
 - ✓ *The County of Renfrew supports efforts of Lower Tier Municipalities and specifically focuses on education for staff and families of County employees and children aged 12-17.*

Declaration

- Only the Head of Council, or Designate can declare an emergency at the municipal level. The Solicitor General must be informed of a declaration.
 - ✓ *The Chair of the Health Committee is the Warden's designate for the purposes of the Emergency Management Program.*
 - ❖ *There is not a second alternate designated.*

Ontario Regulation 380/04

Municipal Standards

- **Emergency Management Program Coordinator**
- **Emergency Management Program Committee**
- **Emergency Control Group**
- **Emergency Operations Centre**
- **Emergency Information Officer**
- **Emergency Response Plan**

Community Emergency Management Coordinator

- Councils must designate a staff or member of Council
- Coordinator must complete required training
- Responsible for the development and coordination of the municipality's program
- Coordinator is to report to the Emergency Management Program Committee re: emergency management program.

✓ *Designated CEMC and alternates with required training completed.*

✓ *CEMC responsible for EM Program.*

❖ *The CEMC does not have Emergency Management Program Committee for reporting.*

Emergency Management Program Committee

- Municipalities are required to have an Emergency Management Program Committee
 - Defined membership:
 - Emergency Management Coordinator
 - Senior Municipal Official
 - Members of Council
 - Staff with emergency management responsibilities
 - Other persons providing emergency management functions
 - One member appointed by Council as Chair
 - Committee reports to Council
 - Committee undertakes annual review of Program
- ❖ *The County of Renfrew does not have an Emergency Management Program Committee.*

Emergency Control Group

- Requirement for every municipality.
 - Council appoints specific individuals (staff and Council).
 - Control Group required to complete annual training
 - Control Group is responsible to direct the municipality's response in an emergency
 - Control Group develops procedures to govern its responsibilities during an emergency and revise as necessary.
 - Control group to participate in an annual exercise.
 - May seek assistance from non-members.
- ✓ *The County Control Group meets requirements.*

Emergency Operations Centre

- Must have designated Emergency Operations Centre
 - Emergency Operations Centre must have appropriate technology to support effective communications in an emergency.
- ✓ *The County of Renfrew has an appropriate EOC, but is vulnerable regarding the prepositioning of equipment and supplies in alternate locations.*

Emergency Information Officer

- Municipalities are required to designate an employee as its emergency information officer.
 - The Emergency Information Officer is the primary contact for media and public in an emergency.
- ✓ *The County of Renfrew has a designated Emergency Information Officer and Alternate. A second alternate would be beneficial.*

Emergency Response Plan

- Plan required under Act is a Response Plan.
 - Assigns responsibilities to municipal staff, by position, respecting implementation of the plan.
 - Plan required to outline notification procedures for Control Group.
- ✓ *The County of Renfrew Emergency Response Plan meets standard and is current to date.*



Questions

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**COUNTY OF RENFREW
EMERGENCY SERVICES REPORT**

TO: Health Committee

FROM: Michael Nolan
Director, Emergency Services
Chief, Paramedic Service

DATE: September 7, 2011

SUBJECT: Emergency Services Department

INFORMATION

The Emergency Services Department is responsible for four distinct elements of core business: The County of Renfrew Paramedic Service; Community Emergency Management; 9-1-1 Coordination; and Fire Dispatching. In the spring of 2009 County Council supported the development of an Emergency Service Department Strategy Map identifying three Strategic Directions: Capacity Building; Synergistic Partnerships; and Innovation, each with defined strategies that drive the Department's activities to achieve both annual goals and the long term vision to improve the quality of life for the residents and visitors of the County.

1. Strategic Direction: Capacity Building in Emergency Services

The department is confident that by providing opportunities for the community and stakeholders (staff, municipalities, partners) to develop understanding, skills and resources related to minimizing preventable health risk they would enjoy an improved quality of life. Activities include:

(a) Strategy: Enhance the paramedic scope of practice:

The County of Renfrew Paramedic Service continues to work with its partners in education and certification to improve the Service's ability to meet the emergency and community health needs of our population. The Continuing Medical Education and certification event provided by the Regional Paramedic Program of Eastern Ontario will include the new Provincial Medical Directives for Paramedics as well as the annual recertification for symptom relief and semi-automatic external defibrillation.

(b) Strategy: Promote resilience

The Emergency Services Department is pleased to have received the 2012-2013 Joint Emergency Preparedness Program's Provincial Guidelines for Project Applications and Funding from the Ministry of Community Safety and Correctional Services, attached as Appendix ES-I. The priorities for funding are outlined in the guidelines. The Federal priorities for the program in 2012-2013 include: training and education, telecommunications, and exercises. All projects must also meet the provincial aim to enhance the legislated requirements for emergency management programs in Ontario, must be sponsored by a municipality, First Nation or ministry and must be supported by Emergency Management Ontario. Emergency Management Ontario prioritizes applications for projects based on the following criteria:

- support the legislative and regulated requirements for an emergency management program will receive the highest priority;
- write or revise a community emergency response plan;
- conduct an exercise or evaluate an emergency response plan;
- facilitate training and education, through the development/delivery of learning events (workshops, courses, seminars, exercises, etc.)
- relate to the mitigation of an existing major or unique hazard in a municipality or First Nation, or that relate directly to assigned Order in Council (OIC) responsibility of a Provincial Ministry. (e.g. chemical, biological, radiological and nuclear (CBRN) terrorism);
- establish or expand mutual aid or assistance agreements;
- beneficial to or have multiple user groups; and
- promote cooperation and interoperability among emergency responders and different levels of local government.

The deadline for submission of the 2012-2013 JEPP Proposals is October 14, 2011.

2. Strategic Direction: Innovation in Emergency Services

The Emergency Services Department supposes that by developing and providing services that are responsive to the unique needs of our community and informed by best practices then we will have a positive effect on the quality of life in our community.

(a) Strategy: Demonstrate Continuous Improvement

- The Paramedic Service has begun a significant review of its deployment strategies, service utilization patterns and response time challenges with the goal of improving response times in the priority areas with significant call volume and greater than 0:19:00 response times. The Service is pleased to have the assistance of the County of Renfrew GIS Program to complete this

review. It is anticipated that a report and recommendations will be forward for Committee's consideration in late 2011.

- We are pleased to attach a Certificate of Appreciation from St. Lawrence College, as Appendix ES-II for the continued collaboration between our Service and St. Lawrence College to preceptor Paramedics students through the consolidation phase of their education.

Recommendation: Receive as information.

3. Strategic Direction: Synergistic Partnerships in Emergency Services

By committing to develop shared accountability for the community, among health and emergency service providers, the department will improve its ability to coordinate resources and respond to the needs of the community.

(a) Strategy: Nurture trust with internal and external stakeholders

- An article from the August 3, 2011 Eganville Leader has been attached as Appendix ES-III, and outlines the commitment of the Service to the communities we serve through voluntary coverage of the pilgrimage to the shrine of St. Ann.

(b) Strategy: Innovation in Emergency Services

- We are pleased to inform Committee that the new Sprinter Paramedic Service vehicle was the topic of an article in the August 3, 2011 Eganville Leader, and has been attached for information as Appendix ES-IV.
- The Service is currently upgrading the security system to ensure safe storage, tracking and access to medications used by both Advanced and Primary Care Paramedics. The system incorporates building security, tamper proof safes, restricted narcotics access and access tracking software into one product which meets the needs of both the Advanced Care and Primary Care programs. An added feature of this product is software that allows for immediate remote privilege withdrawal in the event of a lost or stolen access fob. All seven Paramedic Service Base Stations are slated for upgrade this fall.

Recommendation: Receive as information.

Respectfully submitted,

JOINT EMERGENCY PREPAREDNESS PROGRAM

Provincial Guidelines for Project Applications and Funding

Fiscal Year 2012/2013 – ON- 45

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1.0 INTRODUCTION

The Joint Emergency Preparedness Program (JEPP) is a national program initiated by the federal government in 1980 and designed to enhance the national emergency response capability. The aim of the program is to establish a reasonably uniform level of emergency services across the country. It is a joint undertaking with the provinces / territories, and is administered at the federal level by Public Safety Canada.

JEPP projects are submitted by a province/territory and all submissions must be signed by the minister responsible for emergency preparedness or their delegated official. In the province of Ontario, the Minister of Community Safety and Correctional Services has delegated responsibility for emergency management to Emergency Management Ontario (EMO). It is for this reason that EMO administers the JEPP program at the provincial level.

JEPP is structured to accommodate project proposals that can be completed within a fiscal year, April 1 to March 31. Application for funding takes place in the year prior and it is also in that year that the project is planned, structured, and organized.

The aim of these guidelines is to identify the types of projects that JEPP funds are intended to target, to describe how projects are selected for funding, to discuss the terms and conditions incumbent on the applicant, to outline the application process, to detail the claim process, to provide a name and address for additional information and inquiries and to forward project proposals.

These guidelines are also designed to assist project administrators to begin a JEPP project, to guide the project through to its successful completion, and to prepare a claim for reimbursement of federal funds upon completion of the project. Throughout the period of the project, advice may be obtained from Emergency Management Ontario (EMO) staff noted on the last page of this document.

2.0 TYPES OF PROJECTS

JEPP is structured to enhance emergency management capabilities across Canada. The types of projects eligible for JEPP funding are identified through selection criteria that are applicable every year, and through federal priorities identified annually by Public Safety in concert with the provinces and territories.

Selection Criteria/all projects must clearly describe the following:

These criteria are applicable to all project proposals every fiscal year:

- projects must have a clear objective that is in harmony with the national aim and with the aim of the Province of Ontario, which is to enhance the legislated requirements for emergency management programs in Ontario.
- projects must have an agreed, identifiable beginning and end, and have measurable progress points throughout the duration of the project.
- projects must include a method to recognize the federal contribution.
- projects must be supported by EMO based on established criteria.
- how the project proposal will enhance the applicant's emergency preparedness capability (what would be accomplished if the project is approved, compared to the current capabilities).
- projects must satisfy the terms and conditions of the program.
- Project proposals must be adequately documented and contain a detailed cost breakdown prior to submission. Any unjustified/insufficient information projects that are not detailed (unacceptable description such as "supplies", "equipment", "consultant" etc.) will be deemed as an incomplete proposal.

Federal/Provincial Priorities - 2012 / 2013

Public Safety Canada has established three federal priorities:

- ◆ training and education
- ◆ telecommunications
- ◆ exercises

3.0 PROJECT SELECTION

To be considered in the JEPP program, project proposals must be sponsored by a municipality, First Nation or ministry and must be supported by EMO.

Provincial administration of the program is conducted by EMO. This function includes the preparation of guidelines, the annual province-wide call for project proposals for the next fiscal year, the receipt and review of on-line proposals, the prioritization of projects, and the day-to-day administration of the project.

All project proposals are reviewed by EMO for consistency along with the selection criteria, reasonableness and feasibility. Project proposals that are not complete or do not satisfy the criteria, are unreasonable, or are not feasible within the parameters of the program will not be considered.

Projects that pass the initial screening by EMO will be ranked by order of priority based on the following criteria:

- projects which support the legislative and regulated requirements for an emergency management program will receive the highest priority;
- projects to write or revise a community emergency response plan;
- projects to conduct an exercise to evaluate an emergency response plan;
- projects to facilitate training and education through the development/the delivery of learning events (workshops, courses, seminars, exercises, etc.)

- projects that relate to the mitigation of an existing major or unique hazard in a municipality or First Nation, or that relate directly to the assigned Order in Council (OIC) responsibility of a Provincial Ministry. (e.g. Chemical, Biological, Radiological and Nuclear (CBRN) terrorism);
- projects that establish or expand mutual aid or assistance agreements;
- projects that are beneficial to or have multiple user groups; and
- projects that promote cooperation and interoperability among emergency responders and different levels of local government.

4.0 TERMS AND CONDITIONS

The following terms and conditions address: availability of funding; project eligibility; how to estimate project costs; supporting details (general, audit), and ineligible items.

In order to be eligible for JEPP assistance in Ontario, a municipality must have completed all of the mandatory emergency program elements required by the Emergency Management and Civil Protection Act and the associated regulation in the year prior submitting an application. Municipalities that were not compliant in the previous year may still submit an application if they are fully compliant at the time of application.

First Nations may apply for JEPP funding to assist with the development of a response plan.

Conditions of Approval

A **mandatory sign off funding approval form**, which you can access on line, **MUST be submitted by fax or mail no later than May 30, 2012 for all approved projects**. EMO will be conducting a status report by end of June 2012, to determine if a signed form has been received.

Modification

At any stage during the fiscal year (April 1 to March 31) if you are going to modify/amend your approved project, **you must request an amendment to EMO in writing or by email**. If resources permit, this will usually be authorized. It is important to note that your project would be put on hold until the approval is granted from Public Safety Canada. Once a claim is submitted it is assessed against the **most up-to-date approved spreadsheet provided to you by EMO/PSC**.

Funding Available:

The JEPP cost-share formula is 55/45, which means the applicant funds 55 per cent of project costs and 45 percent are funded through the program. For all projects, JEPP funding is paid in arrears, which means the community completes a project and then submits a claim.

The cost-share formula for **Proto-typical projects** is 55/45, which means the applicant funds 55 per cent of project costs and 45 per cent are funded through the program.

The cost-sharing arrangement for **Critical Infrastructure Assurance Program (CIAP)** funding with the provinces will be on a 50/50 basis.

In addition to the basic cost-sharing formula, there are limits placed on the amount of funding available through JEPP. Those limits are based on the type of project and are as follows:

JEPP: Applicant Share 55% - Federal Share 45%		
ELIGIBLE ITEMS	REMARKS	MAXIMUM
Plan/Plan Revision - Annual		
Base	Up to	\$ 5,000.00
Plus one-quarter of community population	Total federal max	\$ 25,000.00
Exercise - Annual		
Paper/telecommunications exercise	Total federal max	\$ 2,500.00
Table Top	Total federal max	\$ 5,000.00
Multi-centre/Field Exercise	Total federal max	\$ 10,000.00
Emergency Operations Centre		
Base - Includes display boards, maps, telephones, base stations, radios, fax machines, satellite phones; One-time start up cost is also considered	Up to	\$ 5,000.00
Plus one-quarter of the community population	Total federal max	\$ 25,000.00
Laptops and computers ONLY for EOC's and mobile EOC's		
Pagers and cell phones will be eligible on a case-by-case basis (i.e. remote locations, only source of communications) with recommendation and review by EMO/PS.		
Emergency Management Computer Software One project per community	Total federal max	\$ 10,000.00

Telecommunications		
Base	Up to	\$ 15,000.00
Plus one-quarter of the community population	Total federal max	\$ 49,999.00
Global Positioning Systems (GPS) Will be considered on a case-by case basis		
Rescue Vehicles & Associated Equipment		
Per lower-tier municipality	Total federal max	\$ 40,000.00
Per city, county, region or district	Total federal max	\$150,000.00
Emergency response Equipment purchased along with a vehicle over and above the \$40,000.00 Federal max	50%/50%	
Mobile Command Post Vehicle		
One per city, county, region or district	Total federal max	\$40,000.00
HUSAR – Medium and Light USAR Federal share is higher for established medium and heavy urban search and rescue teams	Total federal share 75% medium USAR + HUSAR Total federal share 50% light USAR – <u>Quotes are required</u>	
HAZMAT Vehicle		
One per city, county, region, district	Total federal max	\$ 40,000.00
CBRN Development of a new CBRN program or revision/renew of an existing CBRN program. Equipment purchases for detection, personal protection and decontamination; or replacement of detection, personal and decontamination equipment.	50%/50%	
Emergency Rescue or Response Equipment		
Base amount \$5,000	Up to	\$ 5,000.00
Plus 1/4 community population	Total federal max	\$ 10,000.00
Emergency Generator (Fixed Site or Portable)		

Proposal MUST be identified for EOC, Alternate EOC's or mobile EOC's, Reception/Evacuation/Shelters	Total federal max for each generator	\$ 10,000.00
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Training		
Training – Basic Emergency Management (Maximum 28 Participants) – Costs to Include:		
Rental of equipment (if required)	Maximum	\$100.00
Training supplies (binders)	Maximum	\$150.00
Training material (printing of handouts)	Maximum	\$220.00
Mailing (pre-course material)	Maximum	\$30.00
	50% - 50%	\$500.00

Note: The on-line JEPP application will automatically generate the Municipal Population based on the AMCTO (Ontario Municipal Directory)

The following limitations and restrictions apply for specific project types:

Emergency Response Plans

This classification includes projects to prepare an emergency response plan as well as to update an existing plan.

- JEPP funding to revise an emergency response plan can be accessed **annually**.
- One person can be hired as a consultant to develop an initial plan or to revise an existing plan. The salary and benefits or the consulting fee MUST be included on the JEPP application and the claim. **A detailed breakdown MUST be included (hourly rate x hours x day) etc., if not included the application will be deemed ineligible.** **Important Note:** The cost to have the work completed by a regular employee cannot be claimed.
- Word processing costs must be incremental. In other words, the cost to hire a person to complete a word processing task may be included on the claim. **Important Note:** The cost to have the work completed by a regular employee cannot be claimed.
- Printing, photocopying, postage, and stationery costs may be claimed, but only for materials specified in the approved project proposal, and only to the maximum amount specified in the approved project proposal.

- The assigned EMO Community Officer must review a draft of the community plan before a claim may be submitted.
- Costs that accrue for public consultation may be claimed provided such costs were identified in the project proposal. The rental of a hall and public advertising are examples of costs for public consultation.
- Travel costs incurred by the person hired to draft or to revise a plan can be claimed in accordance with the provincial policy, *Travel Management and General Expenses*.
- **Important Note:** Costs associated with the set-up and operation of an office cannot be claimed. Examples of such non-eligible costs include the rental or lease costs for office space, and the rental or purchase costs for office equipment such as computers, desks, chairs, and bookcases.

Exercises

The purpose of exercises is to improve emergency response plans through the controlled evaluation of those plans under simulated emergency conditions.

- JEPP funding to conduct an exercise can be accessed **annually**.
- One person can be hired as a consultant to design and oversee an exercise. The salary and benefits or the consulting fee can be included on the JEPP claim, **a detailed breakdown MUST be included (hourly rate x hours x day) etc., if not included the application will be deemed ineligible.** **Important Note:** The cost to have the work completed by a regular employee cannot be claimed.
- Costs incurred to prepare a site for an exercise can be claimed if specified on application and approved. Examples of such costs are the rental of a tow truck, and the placement of wreckage at the site. Costs for other types of support equipment may also be eligible to be claimed provided those costs were identified in the approved project proposal. Examples of such costs are the rental fee for video equipment to record the exercise, and the rental fee for telephones for use during the exercise.
- **Important Note:** Wages for exercise participants including police, fire, and ambulance personnel are **not eligible** for reimbursement. Also, costs associated with the use of police cars; fire trucks and ambulances are not eligible.
- **Stationery** costs are eligible provided they were identified in the approved project proposal. Examples of such costs are photocopying, map preparation, and printing.

- **Word processing costs** must be incremental. In other words, the cost to hire a person to complete a word processing task may be included on the claim, whereas the cost to have the work completed by a regular employee cannot be claimed.
- **Catering/Meal expenses** are eligible for participants during a field exercise; however, it will not be eligible if it is the **only** item being put forward for cost sharing. **(supporting documents including receipts and proof of payment must be submitted with the project claim).**

Critical Infrastructure Assurance Program (CIAP) Proposals

Critical infrastructure refers to processes, systems, facilities, technologies, networks, assets and services essential to the health, safety, security or economic well-being of Canadians and the effective functioning of government. Critical infrastructure can be stand-alone or interconnected and interdependent within and across provinces, territories and national borders. Disruptions to critical infrastructure could result in catastrophic loss of life, adverse economic effects, and significant harm to public confidence.

The *National Strategy and Action Plan for Critical Infrastructure* (the Strategy) ¹ establishes a collaborative federal, provincial, territorial and critical infrastructure sector approach that will be used to strengthen critical infrastructure resiliency. To be effective, the Strategy must be implemented in partnership among all levels of government and critical infrastructure sectors.

JEPP CI Objectives and National Priorities

With a view to enhancing the resilience of critical infrastructure in Canada, the objectives of the Strategy are to:

- Build partnerships;
- Implement an all-hazards risk management approach; and,
- Advance the timely sharing and protection of information among partners.

Proposals for JEPP CI funding should advance one or more of the above objectives.

Under the Strategy, Year Two priorities are to establish an information sharing framework to accelerate sharing, improve quality and better protect critical infrastructure information. In addition, risk assessments of critical infrastructure in Canada should be developed in Year Two. Consequently, provinces and territories are encouraged to pursue projects with the assistance of JEPP-CI funding that take an all-hazards approach to mitigating risk and/or further the sharing and protection of emergency management / critical infrastructure information.

Appropriate proposals would address items such as:

- providing leadership on the development and implementation of a provincial critical infrastructure initiative;
- establishing provincial working groups to guide the process;
- researching, developing, acquiring and adopting tools to identify critical infrastructure and measure risks, threats and criticality;
- representing organization at CIAP related meetings;
- liaising, co-hosting and funding workshops, exercises and training sessions with federal, provincial, municipal, non-government and the private sector;
- developing broad organizational awareness-raising campaigns on critical infrastructure protection issues (e.g. importance of IT security policies in effective CIAP).

Generators

The acquisition of a back-up generator, either fixed-site or portable, is eligible for funding provided the intended use for the equipment is for an Emergency Operations Centre (EOC), alternate EOC's, mobile EOC's, reception/evacuation centre or shelters.

Chemical, Biological, Radiological, Nuclear (CBRN)

On January 26, 2011, Federal, Provincial and Territorial Ministers Responsible for Emergency Management approved the *Chemical, Biological, Radiological, Nuclear and Explosives (CBRNE) Resilience Strategy for Canada* (the Strategy) and the accompanying Action Plan.

The Strategy replaces the CBRN Strategy of 2005 which was the basis for CBRNE contributions under the Joint Emergency Preparedness Program (JEPP). The purpose of the Strategy is to provide Canadian jurisdictions with a policy framework to guide in the creation and maintenance of sustainable capabilities and common standards as well as to promote investments in CBRNE policies, equipment and training in a common and consistent direction.

The Action Plan is based on the Strategy's five strategic objectives:

1. Provide leadership for coordinated policy and program development;
2. Integrate CBRNE into an all-hazards risk management approach;
3. Use capability-based planning to inform policy, program and investment decisions;
4. Build an effective and interoperable workforce; and
5. Optimize information and knowledge management

Public Safety Canada will be reviewing JEPP CBRNE proposals to ensure they are aligned with the Strategy and Action Plan. Copies of the Strategy and Action Plan can be found on the Public Safety Canada website: www.publicsafety.gc.ca/prg/em/cbrnersapc-eng.aspx

JEPP provides funding for CBRNE emergency management to develop, sustain or improve the effectiveness of a CBRNE program. Proposals can be submitted to fund:

- Threat and risk assessments to identify CBRNE requirements and determine resource allocation
- In accordance with provincial guidelines or other recognized service delivery models and applicable standards:
 - Development of a new CBRNE program or a component of a program;
 - Revision or review of an existing CBRNE program;
 - Equipment purchases for detection, personal protection and decontamination where a CBRNE program or skilled personnel are already in place to use the equipment effectively; and
 - Calibration of detection, personal, and/or decontamination equipment.

Proposals that include a request for funding of new CBRNE equipment should provide information on:

- **why** the equipment is needed,
- **how** it was selected, and **how** interoperability will be considered as the new equipment becomes integrated with any existing capabilities for CBRN response in your province/territory, region or municipality,
- **what** is the plan to maintain/update/upgrade the equipment

A **performance assessment** of the equipment is required one year after the purchase to report on reliability and effectiveness of the equipment bought with JEPP funding and to share information with other jurisdictions.

Proposals must be submitted within the deadlines established for all other JEPP proposals.

Basic Emergency Management (BEM) Course

The Basic Emergency Management (BEM) course will provide an introduction to the basic concepts of emergency management. The BEM course content is nationally recognized and serves as the prerequisite for all specialized training offered at the Canadian Emergency Preparedness College. This course is developed in partnership with the Public Safety Canada.

A community that is interested in conducting a BEM course within the fiscal year; April 1, 2012 to March 31, 2013 can apply for JEPP funding. The JEPP cost-share formula is 50/50, which means the applicant funds 50 per cent of the project costs and 50 per cent, is funded through the program.

Telecommunications Systems and Equipment

This classification includes radio communication equipment to alert and to dispatch emergency response organizations and agencies. Equipment types, by function, include portable and mobile radios, towers, antennae, base stations and, where applicable, installation costs. **Important Note:** sirens, warranties, and license costs are not eligible for funding.

Pagers, and cellular telephones, will be eligible, on a case-by case basis (i.e. remote locations ONLY source of communications) with recommendations and review by EMO/PCS.

Emergency Operations Centres

This classification encompasses the equipment required to set up a functional, fixed site, emergency operations centre (EOC).

- Costs for radio base stations, weather radios, maps and map display boards, telephones, and facsimile machine are eligible for funding provided they have been approved as part of the application.
- The cost for a generator or a portion thereof, to provide a back-up power supply to the EOC can be claimed provided it has been approved as part of the application.
- **Important Note:** Costs associated with fixed infrastructure for an EOC including buildings, construction, and real estate fees are not eligible for funding.

Training and Education – It is mandatory to complete a Training and Education template in order to be considered- contact JEPP Coordinator.

JEPP funds can be used to support provincial/territorial training with and emergency management focus. Training and education proposals submitted for JEPP funding should include the following information:

Required Information:

- The title of the proposal
- The goal of training project; The emergency management need that will be addressed; Target audience(s) and the number receiving training
- Delivery method (classroom, on-line, self-study); number of participants receiving training
- A summary of the training project;
- What the funding will be used for (develop learning events, deliver learning events, attend learning events, or other);
- If the project meets one or more of the priority criteria;

- Detailed cost breakdown, including course materials; Exercise or scenarios including in the learning (event (s); Frequency of delivery
- Development of learning events (courses, workshops, seminars, exercises, etc.)
- Local delivery of the CBRN First Responders Training Program basic level classroom-based;
- Costs (not travel) for provincial/territorial/aiding in delivery of emergency training and/or basic CBRN training (instructors/presenters, volunteers)
- Travel costs for volunteers attending learning events;

Mobile Command Posts

This classification includes the vehicle and equipment required to set up a command post that can be taken to the site of an emergency or incident.

- Funding is available for one vehicle/trailer per county or region, because of the cost to acquire and to furnish this resource, and an agreement with the requesting community must be in place for the vehicle to be available for use anywhere within the area.
- **Important Note:** The vehicle must be delivered before a claim can be submitted for funding.

Computers and Computer Software

This classification is intended to encompass all hardware and software applications.

- **Hardware:** Laptops and computers are eligible ONLY for EOCs and Mobile EOCs through this program.
- **Software:** Funding is available through JEPP for the acquisition of software that is **designed exclusively for emergency management.**
- **Important Note:** Funding is not available for software designed to perform routine administrative applications such as word processing and spreadsheets.

Emergency Response Vehicles

Vehicles in this classification include emergency rescue vehicles and vehicles that are used to respond to hazardous materials incidents.

- The vehicle must be delivered before a claim can be submitted for funding.
- **Important Note:** Vehicles including police cars, fire trucks, ambulances, cranes, tank trucks, and catering trucks are not eligible for funding.

URBAN Search and Rescue (USAR)

Urban Search and Rescue (USAR) is finding and rescuing trapped persons in collapsed structures and other entrapments using specialized search personnel, dogs, and equipment.

In Canada USAR is categorized into three distinct groups: light, medium and heavy. There are numerous light and medium teams located across the country. The Canadian Heavy USAR (HUSAR) Team is comprised of five Task Forces that are strategically located in Vancouver, Calgary, Manitoba, Toronto and Halifax. The federal government, through the Preparedness and Recovery Directorate at Public Safety Canada provides management of the federal government component of the USAR Program.

Funds are annually provided for USAR and while USAR utilizes the JEPP mechanism for the disbursement of funds, it is important to note that there are several key differences between USAR and JEPP funds:

In order to be eligible for USAR funding, all project proposals must conform to the requirements outlined in the Canadian Urban and Search and Rescue Classification Guide¹. The Classification Guide can be found at <http://www.publicsafety.gc.ca/prg/em/usar/usar-guide-eng.aspx>

- All capital projects must be for equipment that will be dedicated to USAR – equipment intended for multiple purposes will not be recommended for approval.
- The cost-sharing ratio for Heavy and Medium USAR is 75% federal and 25% provincial share
- **Quotes must accompany all USAR applications.**
- The cost-sharing for Light USAR is 50 per cent federal and 50 per cent provincial.
- HUSAR Task Force funding now includes Operations and Maintenance (O&M) costs.
- Proposal must be submitted within the deadlines established for all other JEPP proposals.
- A reminder that all JEPP USAR applications must adhere to provincial guidelines and all invoices and proof of payment (cancelled cheque) must accompany the final claim.

Estimate of Project Costs

There are **three parts** to the 'estimate of costs' section of a JEPP application, namely salaries and benefits, equipment, and administrative costs:

Salaries and Benefits

Salaries must be incremental to be eligible for funding. In other words, only newly created employment that can be clearly attributable to the project is eligible (consultant). The information required as part of a JEPP application includes salary (hourly / daily rate), benefits, and terms of employment (contract / part-time / full-time). **Important Note:** A budget for overtime costs is not permitted.

Equipment

Project proposals to acquire equipment must include a description of each item including transportation and installation charges (if applicable)

Administrative Costs

Administrative costs must be well documented and attributable, (cost of supplies, postage, courier, telephone calls, and fax).

Supporting Details

A separate online application form MUST be used for each proposed JEPP initiative.

All applications made by municipalities must be coordinated and submitted by the municipal Community Emergency Management Coordinator (CEMC) who will be the primary contact for EMO in all communications respecting the JEPP program. The CEMC must coordinate applications made by municipal emergency services in their jurisdiction as well.

Important Note: Signatures are not required when making an application, there will be a declaration confirming that you are authorized to submit the application for consideration. A signature will be required if your application has been approved. An on-line mandatory sign-off form will be made available to be signed by the Chief Administrative Officer/Clerk/Treasurer and the Head of Council.

Audit

All projects are subject to post audit by Public Safety Canada or the Province of Ontario. For those projects having a federal contribution of \$150,000.00 or more, the claim must be supported by a certified provincial auditor's signature.

Ineligible Items

The following list of items is not eligible for funding under the terms and conditions of the JEPP program:

- ANY expenses incurred PRIOR to the date of Public Safety Canada's approval of a project.
- Any additional items purchased without requesting an amendment and receiving an approval
- Meals/catering for Provinces/Territories symposiums and conferences
- Cost relating to events and equipment which are considered to be the routine responsibility of provincial ministries or first responder agencies such as police, fire and ambulance
- Breathing air recharging system (including compressor and cascade system)
- Property numbering system

Ineligible Items cont'd

- Siren system
- Training tower
- 911 system/reverse 911 system
- Public alerting system/public warning system
- First aid training; Cardiopulmonary training (CPR)
- Wages for exercise participants including first responders
- Costs for use of first response vehicles during an exercise
- Construction / renovation cost
- Routine maintenance cost
- In-house labour
- Site survey cost
- Equipment; operations + maintenance cost
- Real estate cost
- Rental cost for office space and furniture
- Ongoing costs/lease of computer equipment
- Training aids
- Costs to attend a conference or a course
- Training cost for consultant
- Warranties and licence fees
- Vehicles including police cars, fire trucks, ambulances, cranes, tank trucks and catering vehicles
- Brochures and pamphlets
- Overtime
- Gas monitors/detectors
- Mini-pumpers
- Telephone access fee / monthly fees
- Administration costs – including in-kind contribution; hospitality - except lunch during an exercise; miscellaneous and overhead
- Costs described as 'miscellaneous' or 'overhead' are not eligible.
- Ongoing operations and maintenance costs are not eligible expenses within the JEPP program; however the HUSAR Task force now includes O&M costs.
- In-kind' contributions are not eligible for inclusion in the funding provided by the project applicant.

5.0 IMPORTANT TIMELINES & DATES:

Important dates for the submission of project proposals for the 2012/2013 fiscal year are as follows:

October 14, 2011	Deadline for submission of project proposals to EMO
April 1, 2012	JEPP announcement from <u>Public Safety Canada to EMO</u>
Mid-April 2012	Approved/declined/waitlisted and ineligible project proposals are available online.
May 30, 2012	<u>Mandatory Sign off Funding Approval Form to EMO</u>
March 31, 2013	Claims Due to EMO
<u>June 30, 2013</u>	Claims submitted to EMO after June 30th will NOT be considered.

Applicants for funding may obtain up to date information on the status of their JEPP proposals online.

6.0 CLAIM PROCESS

Important general information on reimbursement of claims

A claim must be submitted to EMO to obtain reimbursement of the federal share of the project. All claims **must** include and be supported by **(receipts, paid invoice with financial coding or cheque number, official bank receipt, cancelled cheque, financial printout)**. Claims for material and equipment must include invoices, receipts in addition to proof of payment. **Salaries paid to a contractor or consultant** must be documented with an invoice that **includes details of the hourly or daily rate, and proof of payment**. Salaries paid to employees require journal entry or accounting record documentation. Also, the Head of Council, the Clerk and the Treasurer must sign every claim submitted by a municipality or First Nation. For ministries, ADM level approval is required.

All project costs on claim receipts must be incurred during the fiscal year of April 1 to March 31 in which the project is approved. Also, within the fiscal year, project costs must be incurred after the date marked on the approval letter received from EMO.

Media Acknowledgement

A media announcement or some other public acknowledgement of the funding assistance provided by the federal government is required. Documentation of that announcement or acknowledgement should accompany the claim.

7.0 INFORMATION AND INQUIRY ABOUT JEPP

For information about JEPP or to inquire about the application process please contact:

Kay Agelakos
Emergency Management Funding Coordinator
Program Support
Emergency Management Ontario
77 Wellesley Street West, Box 222
Toronto, ON, M7A 1N3

Telephone: 416-314-8620
Facsimile: 416-314-2846
Email: kay.agelakos@ontario.ca

For advice and assistance on JEPP project proposals and on the completion of an application, please contact your appropriate EMO Field Officer in your community.

Thank you,



Randy Reid
Deputy Chief
Program Support
Emergency Management Ontario
77 Wellesley Street West, Box 222
Toronto, ON, M7A 1N3

Telephone: (416) 314-8608
Facsimile: (416) 314-3758
Email: randy. r. reid@ontario.ca

Return

**COUNTY OF RENFREW
LONG TERM CARE REPORT**

TO: Health Committee

FROM: Shelley Sheedy, Administrator, Miramichi Lodge and
Shayne Hoelke, Administrator, Bonnechere Manor

DATE: September 7, 2011

SUBJECT: Long-Term Care Departmental Report

INFORMATION

1. Bonnechere Manor Resident Statistics:

Resident statistics will be provided at the meeting.

Recommendation: Receive as information.

2. Miramichi Lodge Resident Statistics:

Resident statistics will be provided at the meeting.

Recommendation: Receive as information.

3. Treasurer's Reports for the Homes

The July 2011 Treasurer's Report for each of Bonnechere Manor and Miramichi Lodge are attached as Appendix LTC I.

Recommendation: Receive as Information.

4. Champlain Local Health Integration Network Update

Attached, as Appendix LTC II is a copy of 'Highlights' from the Champlain LHIN meeting held on August 10, 2011.

Recommendation: Receive as Information.

5. New Ministry of Health and Long-Term Care Policy – Interim “Graduated” Occupancy Threshold

Committee may recall that long-term care (LTC) homes have been required to maintain their occupancy at 97% in order to be eligible for 100% of Ministry of Health and Long-Term Care (MOHLTC) funding.

The MOHLTC has recently communicated to Local Health Integration Networks its decision to pursue a graduated occupancy threshold through the Ministry's LTC home funding review. The Ministry announced that those homes with occupancy levels between 85% and 97% will be funded at actual plus 3% on an interim basis, pending the development of a permanent solution. Homes with occupancy levels at 97% or higher will continue to be funded at 100%. While this has not been an issue for the two County of Renfrew Homes to date, some LTC homes struggle, particularly during long outbreaks as they are not permitted to fill vacant beds on the affected unit(s).

Recommendation: Receive as Information.

6. Home's Quarterly Reporting to Health Committee

As previously indicated, one of the requirements of Accreditation Canada is that the Homes provide specific quarterly performance measurement reporting to their Board of Governance. The second quarter reports for 2011 for Bonnechere Manor and Miramichi Lodge based on the annual business plan performance measurement standards are attached as Appendix LTC III.

Recommendation: Receive as Information.

COUNTY OF RENFREW LONG TERM CARE REPORT

TO: Health Committee

FROM: Shelley Sheedy, Administrator, Miramichi Lodge

DATE: September 7, 2011

SUBJECT: Miramichi Lodge Report

INFORMATION

1. Pharmacy Service Provider

The Lodge has used the same Pharmacy Service Provider for a number of years. In order to ensure fairness, transparency and the best service for our residents, Committee is advised that Miramichi Lodge will issue a Request for Proposal (RFP) in October, 2011 for the provision of pharmacy services for the next five (5) years, to be effective January 31, 2012. As per our Procurement Policy, following an evaluation based on pre-determined criteria of the submitted proposals by a staff panel, Committee and Council will be advised of the outcome as approved by the Chief Administrative Officer/Clerk. Thanks to Jim Lynch, Manager, Real Property Assets, County of Renfrew for his assistance in the preparation of the RFP.

Recommendation: Receive as Information.

2. Rehabilitation Services - Physiotherapist and PTA

Committee may recall that several years ago the Ministry of Health and Long-Term Care (MOHLTC) announced funding for all long-term care homes (LTCHs) to ensure adequate long-term care rehabilitation programs and services through the provision of funding for onsite physiotherapist and PTAs. Miramichi Lodge, along with most of the other LTCHs in Renfrew County, engaged the services of ACTIVE Physiotherapy. In July 2011, we were advised that this company has acquired LifeMark Health and that there was potential for increased rehabilitation hours. Miramichi Lodge was advised in August 2011 that our onsite physiotherapy hours will increase from 21 to 41 hours per week, and PTA hours will increase from 37 to 55 hours per week. It is anticipated that this increase in service, fully funded by the MOHLTC, will not only increase rehab programs and services for our residents, but also assist in increasing our funding through RAI-MDS going forward.

Recommendation: Receive as Information.

RESOLUTIONS

3. Long-Term Care Homes Act/Regulations – Amendments

The Ministry of Health and Long-Term Care (MOHLTC) has recently advised long-term care homes (LTCHs) of approved amendments to the Ontario Regulation 79/10 under the LTCHs Act, 2007. Committee may recall information provided to them by staff during the 2011 budget discussions regarding the issues of doors in Miramichi Lodge; the draft amendments held new “A” Homes built to the 1999 MOHLTC design standards (such as the Lodge) to an even higher standard without capital funding to do so. The final amendments were received August 8, 2011, effective August 1, 2011 and indicated that the one area of non-compliance for the Lodge, specifically an audible alarm which can only be canceled at the point of activation, remained the same. Further, Committee is advised that the cost to implement this requirement is estimated at approximately \$30,000.00. Committee is also reminded that the LTCHs received notice of increases in MOHLTC funding in July 2011, retroactive to April 01, 2011. Specifically, Miramichi Lodge received a \$47,552.36 increase to the “Other Accommodation” envelope in this budget year.

Recommendation: That Health Committee recommend to County Council that up to \$30,000.00 of Ministry of Health and Long-Term Care funding from the “Other Accommodation” envelope be utilized to meet the Long-Term Care Homes Act/Regulation amendment regarding audible door alarms.

4. Miramichi Lodge 2011 Capital Budget – Beds

Committee may recall that the sum of \$25,000 for the purchase of new beds was approved by Committee and Council through the 2011 Miramichi Lodge Capital Budget. This item is part of the Capital Asset Replacement Plan developed for the Home as the majority of the current bed stock was purchased more than fifteen years ago. Committee may also recall that in March 2011, long-term care homes (LTCHs) received one-time funding from the Ministry of Health and Long-Term Care (MOHLTC) to purchase equipment that “improves the safety and reduces injuries due to falls” in LTCHs. Miramichi Lodge received \$37,972.00 and purchased seventeen (17) ‘high-low’ beds – beds that can be lowered close to the floor for residents at risk of getting out of bed without assistance and/or falling out of bed. At that time, Committee was also advised of new information that has been received by LTCHs regarding potential risk of resident entrapment related to bed rails and/or mattresses and that staff would bring the issue of the \$25,000.00 in municipal funding back to Committee and Council for consideration of reallocation of the previously approved funding for bed purchases towards purchases of new mattresses and beds.

Preliminary testing has indicated that the existing beds purchased in 1996 do not meet the entrapment guidelines for safety rails. Further, some of the current mattress stock also does not meet these guidelines. Therefore, staff are recommending the utilization of the previously approved \$25,000 capital funding for beds to purchase an additional seven (7) ‘high-low’ beds and twenty-seven (27) mattresses that meet the new entrapment guidelines and regulations. Further, Committee is advised that staff is currently reviewing measures for current beds that do not meet the guideline in an effort to reduce risk of entrapment and will recommend an ongoing capital plan to replace beds and mattresses.

Recommendation: THAT Health Committee recommend to County Council the reallocation of the previously approved (2011 Budget) \$25,000 for bed replacements for the purchase of seven (7) high-low beds and twenty-seven (27) mattress replacements.

COUNTY OF RENFREW LONG TERM CARE REPORT

TO: Health Committee

FROM: Shayne Hoelke, Administrator, Bonnechere Manor

DATE: September 7, 2011

SUBJECT: Bonnechere Manor Report

INFORMATION

1. Long-Term Care Magazine

We would like to congratulate Mr. Lee Kirkwood, Environmental Services Supervisor for writing an article entitled “Housekeeping: Infection Prevention & Control Strategies.” This article was published in the summer 2011 edition of the Long-Term Care magazine and can be viewed on the web-link: <http://www.bluetoad.com/publication/?i=74398&p=30>

Recommendation: Receive as Information.

2. Ministry of Health and Long-Term Care Public Health Branch – Food Safety Inspection

Ms. Michelle Street, Public Health Inspector, Renfrew County & District Health Unit inspected the food services at Bonnechere Manor on August 3, 2011 and found no unmet standards. The report states “facility is well maintained”. Congratulations to Ms. Marilyn Watson, Food Services Supervisor and the Food Services staff for their continued demonstration of excellence.

Recommendation: Receive as Information.

3. Resident Pre-Authorization Payment Plan

In an effort to enhance resident services, Bonnechere Manor researched and initiated the opportunity for families and residents to establish pre-authorization payments for the monthly rental fees. We are pleased that approximately 1/3 of our current clientele have submitted the necessary paperwork to take advantage of this new service. The pre-authorization payment plan will be offered upon admission and at any time a current resident can initiate this convenient payment service.

Recommendation: Receive as Information.

4. Senior/Adult Day Program 2011/2012 Increases to Base Funding

We are pleased to advise committee that the Ministry of Health and Long-Term Care recently confirmed that it will be providing the Champlain Local Health Integration Network (LHIN) with a 3 % increase in community support services base funding to support specific investments within this sector.

In accordance with the terms on which this funding was provided, the LHIN must give a 1.5% increase to the base funding provided to health services for community support services; Community Care Access Centres; Community Support Services; Assisted Living Services in Supportive Housing; Community Mental Health and Addictions Agencies; Acquired Brain Injury Services; and Community Health Centres. The remaining 1.5% is to be allocated by the LHIN for the Ministry's targeted priorities and will occur in the coming months.

In the meantime, the Champlain LHIN advised us that the Senior/Adult Day Program will receive an additional \$6,800 base funding for the fiscal year 2011/12. The confirmation of funding has been signed by Mr. Jim Hutton, Chief Administrative Officer/Clerk and returned to the Champlain LHIN by the deadline of September 9, 2011, therefore accepting the proposed funding and conditions to the amended Multi-Sector Accountability Agreement (M-SAA).

Recommendation: Receive as Information.

Respectfully submitted.

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>over / (under)</u> <u>VARIANCE</u>	<u>FULL YEAR</u> <u>BUDGET</u>
<u>CLIENT PROGRAMS & SERVICES</u>	<u>269,172</u>	<u>314,934</u>	<u>(45,762)</u>	<u>547,614</u>
Salaries	204,803	231,207	(26,404)	402,775
Employee Benefits	39,532	47,145	(7,613)	82,130
Depreciation	0	0	0	0
Equipment - Replacements	843	2,331	(1,488)	4,000
Equipment Operation/Maint.	0	1,169	(1,169)	2,000
Federal Subsidy - New Horizons	(12,366)	0	(12,366)	(25,000)
Hobby Crafts	624	1,456	(832)	2,500
New Horizons	12,366	0	12,366	25,000
Office Supplies	222	875	(653)	1,500
Other - Cable TV	16,496	20,930	(4,434)	35,876
Purchased Services	18,326	18,536	(210)	31,772
Recoveries	(23,529)	(19,488)	(4,041)	(33,408)
Recreation & Entertainment	3,938	3,059	879	5,244
Special Events	7,915	7,133	782	12,225
Staff Education	0	581	(581)	1,000
Surplus Adjustment - Depreciation	0	0	0	0
<u>NURSING SERVICES</u>	<u>3,736,668</u>	<u>3,696,406</u>	<u>(159,738)</u>	<u>6,791,158</u>
Salaries - Direct Care	2,912,055	3,012,946	(100,891)	5,252,319
Employee Benefits - Direct Care	501,376	563,817	(62,441)	982,871
Salaries - Nursing Administration	213,697	210,892	2,805	365,984
Employee Benefits - Nursing Administration	46,855	49,340	(2,485)	85,621
Bursary	0	0	0	0
Depreciation	28,438	34,293	(5,855)	58,788
Equipment Operation/Maint.	0	2,044	(2,044)	3,500
Equipment Replacement	3,962	5,389	(1,407)	9,200
Furniture Replacement	0	1,519	(1,519)	2,600
Incontinent Products	50,441	48,419	2,022	83,000
Medical Director	20,448	20,351	97	37,410
Medical Nursing Supplies	47,684	47,250	434	81,000
Memberships	145	581	(436)	1,000
MOH - Early Adopter Program	0	0	0	0
MOH - Education Initiative	0	0	0	0
MOH - High Intensity Needs	26,237	49,581	(23,344)	85,000
MOH - HOBIC	0	0	0	0
MOH - Lab Fees	0	0	0	0
MOH - Late Career Initiative	0	0	0	0
MOH - Nurse Practitioner Expenses	0	0	0	0
MOH - Performance Improvements	0	0	0	0
Office Supplies	0	2,219	(2,219)	3,800
Purchased Services	6,493	7,189	(696)	12,326
Recoveries	(25,245)	(17,486)	(7,759)	(29,973)
Recovery - MOH - Early Adopter Program	(47,719)	(47,719)	0	(81,800)
Recovery - MOH - Education Initiative Funding	0	0	0	0
Recovery - MOH - High Intensity Needs	(9,260)	(49,581)	40,321	(85,000)
Recovery - MOH - HOBIC	0	0	0	0
Recovery - MOH - Lab Fees	0	0	0	0
Recovery - MOH - Late Career Funding	0	0	0	0
Recovery - MOH - Lift Funding	0	0	0	0
Recovery - MOH - Medical Director	(10,500)	(10,325)	(175)	(17,700)
Recovery - MOH - Performance Improvement	0	0	0	0

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
As at July 31, 2011

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
Surplus Adjustment - Depreciation	(28,438)	(34,293)	5,855	(58,788)

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
 As at July 31, 2011

	over / (under)			
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>RAW FOOD</u>	<u>283,050</u>	<u>280,917</u>	<u>2,133</u>	<u>481,581</u>
Meat	59,718	70,042	(10,324)	120,072
Dairy	45,767	39,669	6,098	68,000
Bread	13,237	7,581	5,656	13,000
Groceries & Vegetables	160,623	165,088	(4,465)	283,012
Nutrition Supplements	16,678	12,831	3,847	22,000
Raw Food Recoveries	(12,973)	(14,294)	1,321	(24,503)
<u>DIETARY SERVICES</u>	<u>603,978</u>	<u>667,806</u>	<u>(63,828)</u>	<u>1,154,467</u>
Salaries	486,691	518,359	(31,668)	902,762
Employee Benefits	94,531	107,295	(12,764)	186,863
Depreciation	1,766	1,974	(208)	3,383
Dietary Supplies	25,281	29,806	(4,525)	51,100
Equipment - Operation/Maint.	2,612	5,166	(2,554)	8,860
Equipment - Replacements	0	10,400	(10,400)	10,400
Net Vending Proceeds	(805)	0	(805)	0
Other Expenses	475	966	(491)	1,650
Purchased Services	212	931	(719)	1,600
Recoveries	(7,429)	(9,807)	2,378	(16,812)
Replacement - Dishes/Cutlery	2,410	4,690	(2,280)	8,044
Surplus Adjustment - Depreciation	(1,766)	(1,974)	208	(3,383)
<u>HOUSEKEEPING SERVICES</u>	<u>503,104</u>	<u>473,128</u>	<u>29,976</u>	<u>800,656</u>
Salaries	359,626	338,632	20,994	589,579
Employee Benefits	70,874	72,121	(1,247)	125,570
Depreciation	1,084	1,085	(1)	1,859
Equipment - Operation/Maint.	1,774	0	1,774	0
Equipment - Replacements	0	1,456	(1,456)	2,500
Furniture - Replacements	40,717	30,000	10,717	30,000
Housekeeping Supplies	33,192	33,936	(744)	58,179
Purchased Services	1,212	1,260	(48)	2,163
Recoveries	(4,292)	(4,277)	(15)	(7,335)
Surplus Adjustment - Depreciation	(1,084)	(1,085)	1	(1,859)
<u>LAUNDRY AND LINEN SERVICES</u>	<u>206,808</u>	<u>216,814</u>	<u>(10,006)</u>	<u>382,165</u>
Salaries	163,745	161,391	2,354	281,063
Employee Benefits	30,190	33,029	(2,839)	57,517
Bedding Etc Replacements	4,105	8,716	(4,611)	19,930
Depreciation	1,333	1,330	3	2,285
Equipment Operation/Maint.	0	5,047	(5,047)	8,655
Equipment Replacements	0	875	(875)	1,500
Miscellaneous Supplies	10,665	9,429	1,236	16,362
Purchased Services	0	0	0	0
Recoveries	(1,897)	(1,673)	(224)	(2,862)
Surplus Adjustment - Depreciation	(1,333)	(1,330)	(3)	(2,285)

COUNTY OF RENFREW
TREASURER'S REPORT - BONNECHERE MANOR
As at July 31, 2011

	over / (under)			
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>BUILDINGS AND PROPERTY MAINTENANCE</u>	<u>496,554</u>	<u>592,200</u>	<u>(95,646)</u>	<u>989,620</u>
Salaries	124,727	155,691	(30,964)	270,826
Employee Benefits	30,831	35,664	(4,833)	62,040
Depreciation	239,708	271,586	(31,878)	465,577
Equipment - Operation/Maint.	32,212	43,400	(11,188)	74,400
Equipment - Replacements	0	0	0	0
Furniture - Replacements	11,086	0	11,086	0
Heating / Hydro	197,213	225,263	(28,050)	350,143
Insurance	23,157	24,804	(1,647)	24,804
Cell/Pager	408	371	37	630
Purchased Services	35,824	46,656	(10,832)	93,910
Recoveries	(13,689)	(12,887)	(802)	(22,087)
Repairs/Maint./Bldgs./Grounds	12,195	35,310	(23,115)	59,100
Replacements/Capital	0	0	0	0
Surplus Adjustment - Depreciation	(239,708)	(271,586)	31,878	(465,577)
Water / Wastewater	42,590	37,928	4,662	75,854
<u>GENERAL AND ADMINISTRATIVE</u>	<u>559,023</u>	<u>605,338</u>	<u>(46,315)</u>	<u>992,191</u>
Salaries	232,638	239,065	(6,427)	414,712
Employee Benefits	56,299	56,394	(95)	97,831
Admin Charges	49,525	49,525	0	84,900
Advertising/Awards Dinner	9,790	10,150	(360)	31,000
Audit	5,871	7,210	(1,339)	7,210
Conventions	0	3,000	(3,000)	3,000
Depreciation	9,659	19,264	(9,605)	33,023
Equipment - Operation/Maint.	10,414	16,676	(6,262)	22,506
Equipment - Replacements	437	1,690	(1,253)	7,900
Facility Rental	(985)	(1,225)	240	(2,100)
Gain / Loss from the Sale of an Asset	0	0	0	(15,000)
Health & Safety Program	(212)	3,031	(3,243)	5,200
HR Charges	58,665	58,667	(2)	100,569
Insurance	105,369	94,811	10,558	94,811
IT Charges	22,386	20,986	1,400	35,977
Legal & Labour Contract Costs	1,737	11,669	(9,932)	20,000
Misc	27	0	27	0
Postage / Courier	3,746	3,927	(181)	6,727
Printing & Stationery	7,218	9,919	(2,701)	17,000
Proceeds from the Sale of an Asset	0	0	0	0
Purchased Services	10,554	8,650	1,904	21,260
Recoveries	(40,787)	(24,213)	(16,574)	(41,512)
Recovery-Federal-CFDC Training (80%)	0	0	0	0
Staff Training	6,478	9,044	(2,566)	15,500
Surplus Adjustment - Depreciation	(9,659)	(19,264)	9,605	(33,023)
Telephone	5,506	8,862	(3,356)	15,200
Transportation - Residents	5,104	8,169	(3,065)	14,000
Travel	9,244	9,331	(87)	16,000
Uniform Allowance	0	0	0	19,500
BONNECHERE MANOR TOTALS	<u>6,658,357</u>	<u>7,047,543</u>	<u>(389,186)</u>	<u>12,139,452</u>

COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
As at July 31, 2011

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>CLIENT PROGRAMS & SERVICES</u>	<u>285,392</u>	<u>292,538</u>	<u>(7,156)</u>	<u>506,636</u>
Salaries	228,174	220,177	7,997	381,635
Employee Benefits	49,067	50,129	(1,062)	86,886
Depreciation	3,416	3,416	0	5,856
Equipment - Replacements	341	875	(534)	1,500
Equipment Operation/Maint.	854	1,456	(602)	2,500
Hobby Crafts	2,241	2,625	(384)	4,500
Purchased Services	0	9,401	(9,401)	16,115
Recoveries	0	0	0	0
Recoveries - Orientation - MOH	0	0	0	0
Recreation & Entertainment	3,413	6,419	(3,006)	11,000
Special Events	1,292	1,456	(164)	2,500
Surplus Adjustment - Depreciation	(3,416)	(3,416)	(0)	(5,856)
<u>NURSING SERVICES</u>	<u>3,768,585</u>	<u>3,707,475</u>	<u>61,110</u>	<u>6,425,981</u>
Salaries - Direct Care	2,853,476	2,825,933	27,543	4,898,287
Employee Benefits - Direct Care	496,606	483,375	13,231	837,847
Salaries - Nursing Administration	207,073	206,745	328	358,357
Employee Benefits - Nursing Administration	57,020	55,822	1,198	96,756
Bursary	0	0	0	0
Depreciation	37,219	46,788	(9,569)	80,209
Equipment Operation/Maint.	11,358	12,397	(1,039)	21,256
Equipment Replacement - under threshold	8,206	5,383	2,823	9,230
Incontinent products	44,920	47,250	(2,330)	81,000
Medical Nursing Supplies	48,293	37,331	10,962	64,000
Memberships and Subscriptions	0	581	(581)	1,000
MOH - High Intensity Needs	31,433	23,331	8,102	40,000
MOH - Lab Fees	4,000	7,000	(3,000)	12,000
MOH - Late Career Initiative	11,037	0	11,037	0
MOH - MDS / RAI	56,738	61,866	(5,128)	106,059
MOH - Medical Director	18,903	18,905	(2)	34,777
MOH - Nurse Practitioner Supplies	81,814	84,727	(2,913)	146,855
MOH - Ulcer Awareness Program	0	0	0	0
Purchased Services	0	0	0	0
Recoveries	(4,700)	(3,500)	(1,200)	(6,001)
Recoveries - Wages	(11,067)	(9,401)	(1,666)	(16,115)
Recovery - MOH - High Intensity Needs	(13,805)	(23,331)	9,526	(40,000)
Recovery - MOH - Lab Fees	(1,930)	(6,000)	4,070	(12,000)
Recovery - MOH - Late Career Initiative	(11,037)	0	(11,037)	0
Recovery - MOH - MDS / RAI	(46,494)	(46,494)	0	(79,700)
Recovery - MOH - Medical Director	(9,685)	(9,681)	(4)	(16,600)
Recovery - MOH - Nurse Practitioner Recovery	(63,468)	(71,666)	8,198	(122,853)
Recovery - MOH - Ulcer Awareness	0	0	0	0
Staff Training	(108)	6,902	(7,010)	11,826
Surplus Adjustment - Depreciation	(37,219)	(46,788)	9,569	(80,209)

**COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
As at July 31, 2011**

	over / (under)			
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>RAW FOOD</u>	<u>263,652</u>	<u>257,905</u>	<u>5,747</u>	<u>444,125</u>
Nutrition Supplements	7,361	10,455	(3,094)	18,000
Groceries and Vegetables	173,264	155,410	17,854	267,569
Meat	65,026	70,165	(5,139)	120,800
Dairy	29,809	35,000	(5,191)	60,256
Recoveries	(11,808)	(13,125)	1,317	(22,500)
<u>DIETARY SERVICES</u>	<u>599,059</u>	<u>665,938</u>	<u>(66,879)</u>	<u>1,152,999</u>
Salaries	499,680	541,718	(42,038)	938,981
Employee Benefits	96,481	112,927	(16,446)	195,736
Cleaning Supplies	8,312	11,221	(2,909)	19,235
Depreciation	8,387	8,386	1	14,378
Equipment - Operation and Replacement	0	1,113	(1,113)	1,906
Food Wrap & Disposable Items	3,366	4,627	(1,261)	7,931
Meals on Wheels Costs	913	1,750	(837)	3,000
Memberships and Subscriptions	892	1,500	(608)	1,500
Misc Supplies	916	301	615	515
Purchased Services	0	0	0	0
Recoveries	(10,961)	(10,500)	(461)	(18,000)
Replacement - Dishes/Cutlery	2,502	3,906	(1,404)	6,695
Surplus Adjustment - Depreciation	(8,387)	(8,386)	(1)	(14,378)
Vending - Net Proceeds	(3,042)	(2,625)	(417)	(4,500)
<u>HOUSEKEEPING SERVICES</u>	<u>462,461</u>	<u>434,992</u>	<u>27,469</u>	<u>750,775</u>
Salaries	334,960	334,575	385	579,926
Employee Benefits	59,855	62,911	(3,056)	109,049
Depreciation	1,448	1,449	(1)	2,482
Equipment - Operation/Maint.	871	1,456	(586)	2,500
Equipment - Replacements	3,053	6,300	(3,247)	8,300
Furniture - Replacements	37,674	0	37,674	0
Miscellaneous Supplies	25,483	29,169	(3,686)	50,000
Other	365	581	(216)	1,000
Purchased Services	0	0	0	0
Recoveries	0	0	0	0
Surplus Adjustment - Depreciation	(1,448)	(1,449)	1	(2,482)
<u>LAUNDRY AND LINEN SERVICES</u>	<u>141,400</u>	<u>135,072</u>	<u>6,328</u>	<u>232,323</u>
Salaries	106,755	95,107	11,648	164,851
Employee Benefits	21,286	20,332	954	35,239
Depreciation	2,661	2,660	1	4,561
Detergents	4,914	6,608	(1,694)	11,330
Equipment - Replacements	0	2,000	(2,000)	2,000
Equipment Operation/Maint.	595	2,331	(1,737)	4,000
Other	56	385	(329)	663
Purchased Services	0	301	(301)	510
Recoveries	0	0	0	0
Replacements	7,794	8,008	(214)	13,730
Surplus Adjustment - Depreciation	(2,661)	(2,660)	(1)	(4,561)

COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
As at July 31, 2011

			over / (under)	
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>BUILDINGS AND PROPERTY MAINTENANCE</u>	<u>446,187</u>	<u>554,821</u>	<u>(108,634)</u>	<u>909,037</u>
Salaries	122,923	122,519	404	212,363
Employee Benefits	33,385	33,082	303	57,338
Depreciation	420,393	462,833	(42,440)	793,422
Equipment - Operation/Maint.	0	0	0	0
Equipment - Replacements	9,384	27,062	(17,678)	46,390
Furniture - Replacements	0	0	0	0
Heating / Hydro	154,057	195,430	(41,373)	319,000
Insurance	39,988	44,943	(4,955)	44,943
Other	2,068	2,331	(263)	4,000
Purchased Services	65,014	84,777	(19,763)	145,326
Recoveries	(15,905)	(9,205)	(6,700)	(15,780)
Repairs/Maint./Bldgs./Grounds	30,336	46,403	(16,067)	79,544
Replacements/Capital	0	0	0	0
Surplus Adjustment - Depreciation	(420,393)	(462,833)	42,440	(793,422)
Water / Wastewater	4,937	7,479	(2,542)	15,913
<u>GENERAL AND ADMINISTRATIVE</u>	<u>570,501</u>	<u>607,960</u>	<u>(37,459)</u>	<u>993,473</u>
Salaries	212,954	215,213	(2,259)	373,036
Employee Benefits	55,585	56,108	(523)	97,255
Advertising/Awards	4,189	4,081	108	20,000
Audit	6,871	6,940	(69)	6,940
Central Admin Charges	48,475	48,475	0	83,100
Conventions	2,780	3,060	(300)	3,060
Depreciation	15,219	16,996	(1,777)	29,137
Equipment - Maintenance	7,271	12,201	(4,930)	20,914
Equipment - Replacements	371	2,281	(1,890)	3,875
Gain / Loss on Disposal of Asset	0	0	0	0
Health & Safety Program	2,969	3,360	(391)	5,754
HR Charges	58,199	58,198	1	99,769
Insurance	99,202	90,597	8,605	90,597
Insurance Claim Costs	0	0	0	0
IT Charges	22,386	22,386	0	38,376
Legal & Labour Contract Costs	10,816	23,331	(12,515)	40,000
Memberships / Subscriptions	14,584	16,340	(1,756)	16,340
Postage	4,343	3,542	801	6,070
Printing & Stationery	9,355	10,794	(1,439)	18,500
Purchased Services	6,025	12,201	(6,176)	20,910
Recoveries - Facility Rental	(92)	0	(92)	0
Recoveries - Federal CFDC Training	0	0	0	0
Recoveries - Other	(10,944)	(5,831)	(5,113)	(10,000)
Staff Training	3,670	7,735	(4,065)	13,260
Surplus Adjustment - Depreciation	(15,219)	(16,996)	1,777	(29,137)
Telephone	10,335	14,637	(4,302)	25,092
Transportation	0	0	0	0
Travel	972	2,331	(1,359)	4,000
Uniform Allowance	205	0	205	16,625
MIRAMICHI LODGE TOTALS	<u>6,537,226</u>	<u>6,656,701</u>	<u>(119,475)</u>	<u>11,415,349</u>

COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
As at July 31, 2011

	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>over / (under)</u> <u>VARIANCE</u>	<u>FULL YEAR</u> <u>BUDGET</u>
RESIDENT DAYS	34,890	35,192	(302)	60,590
<u>NON-SUBSIDIZABLE EXPENSE</u>	<u>332,197</u>	<u>332,956</u>	<u>(759)</u>	<u>760,324</u>
Homes for Aged Committee	1,069	1,750	(682)	3,000
Valley Manor Capital	17,723	17,801	(78)	30,514
Debenture Payment - Interest Only	169,860	169,880	0	335,660
Surplus Adjustment - Debenture Principal	143,545	143,545	(0)	291,150
Surplus Adjustment - Transfer to Reserves	0	0	0	100,000
<u>SURPLUS ADJUSTMENT</u>	<u>0</u>	<u>98,000</u>	<u>(98,000)</u>	<u>221,737</u>
Surplus Adjustment - Capital Purchases	0	98,000	(98,000)	221,737
GRAND TOTAL EXPENDITURE	6,869,423	7,087,657	(218,234)	12,397,410

COUNTY OF RENFREW
TREASURER'S REPORT - MIRAMICHI LODGE
As at July 31, 2011

	over / (under)			
	<u>YTD ACTUAL</u>	<u>YTD BUDGET</u>	<u>VARIANCE</u>	<u>FULL YEAR BUDGET</u>
<u>MUNICIPAL SUBSIDY</u>	<u>1,021,430</u>	<u>1,021,428</u>	<u>4</u>	<u>1,751,022</u>
City of Pembroke - 35.50%	363,736	363,734	2	623,548
County of Renfrew - 64.50%	657,693	657,692	1	1,127,474
<u>RESIDENTS REVENUE</u>	<u>2,033,853</u>	<u>1,932,798</u>	<u>101,055</u>	<u>3,313,365</u>
Basic Accommodation	1,689,164	1,628,445	60,719	2,791,624
Bad Debt Expense	0	0	0	0
Preferred Accommodation	332,465	291,669	40,796	500,000
Respite Care	12,224	12,684	(460)	21,741
Estate Recoveries - Provincial	0	0	0	0
Estate Recoveries - Municipal	0	0	0	0
Bed retention	0	0	0	0
<u>OTHER REVENUE</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Donations	0	0	0	0
<u>GRANTS & SUBSIDIES</u>	<u>4,159,366</u>	<u>4,143,671</u>	<u>15,695</u>	<u>7,103,431</u>
Provincial Operating Subsidy	3,684,177	3,777,858	(93,681)	6,476,324
Provincial RPN Subsidy	71,411	0	71,411	0
Provincial - Capital Equipment Subsidy	37,972	0	37,972	0
Provincial - Debenture Subsidy	365,806	365,813	(7)	627,107
<u>SURPLUS ADJUSTMENT</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>229,592</u>
Surplus Adjustment - Trf from Reserves	0	0	0	229,592
GRAND TOTAL REVENUES	7,214,649	7,097,895	116,754	12,397,410

Board Meeting Highlights

August 10, 2011 - Kemptville, Ontario

Updates

Improving Care for Seniors

Fewer hospitalized seniors are being discharged to long-term care homes and more are going home or to rehabilitation programs, according to new data shared by Champlain LHIN staff with LHIN Board members. That means the LHIN is making progress in transforming health care to better meet the needs of seniors. Champlain LHIN CEO Alex Munter explained that the health system is moving away from its historic focus on episodic, acute care to one that helps people manage chronic disease and keeps seniors as healthy and independent as possible. No single health provider can bring about this shift, Mr. Munter said, so the LHIN fulfills a vital role by bringing together multiple health partners working toward a common goal. Examples of innovative programs already under way are enhanced home-care services, assisted living services for high-risk seniors, and restorative care beds in hospitals and other settings. The LHIN has achieved positive results by mobilizing leaders, changing how we think about seniors' health needs, and making better use of existing resources. As next steps, the LHIN will continue to build on the Home First philosophy, further engage hospitals and community-based health organizations, and measure performance.

LHIN Response: Fire Evacuation from Northern Ontario

In July, 2011, almost 300 individuals from Kingfisher Lake, a remote Aboriginal community in northern Ontario, were evacuated to Ottawa due to forest fires and heavy smoke. The Champlain LHIN was involved in coordinating health services for the evacuees, particularly for the elderly, children and pregnant women. The LHIN connected health providers to the residents, including primary care and home-care services. The LHIN also acted as liaison between Ontario's Emergency Operations Centre, Health Canada and Ottawa Public Health. The North-West LHIN's efforts deserve special recognition, as many communities in that region were evacuated. Based on the Champlain LHIN's involvement in this crisis and in the H1N1 pandemic, it is clear that LHINs play a substantive role during health-care emergencies.

Moving Toward an Electronic Health Record

A new Champlain LHIN pilot project was recently launched that allows clinicians to securely share electronic client information related to laboratory tests and medications. Almost 250 health professionals and support staff at The Ottawa Hospital are now using the new eHealth 'portal', and the Champlain LHIN will begin expanding the project to other areas in the region in the fall. The project covers half of drug prescriptions (e.g. for seniors and other specific populations) and lab tests from community laboratories. It has a number of advantages. For instance, clinicians can quickly obtain accurate drug and lab information about patients, helping to expedite the treatment strategy.

Moving Toward an Electronic Health Record *(continued)*

As well, clinicians don't need to make numerous phone calls to other health professionals to chase down a lab result, which gives them more time to manage other responsibilities. Patients can also avoid unnecessary repeat tests because information will be easily accessible and not lost as can potentially happen. The pilot project, supported by eHealth Ontario, is a key element of the Champlain LHIN's eHealth Strategic Plan.

Key Decisions

Funding for Health Service Providers

The Champlain LHIN Board supported the methodology used for 2011/12 hospital budget increases, which were announced in July, 2011 by the Ministry of Health and Long-Term Care. Hospitals in the Champlain region are receiving an increase in base funding totaling \$23.5 million. Plus, hospitals in areas of our region where the population is growing are receiving a total of \$1.3 million in additional base funding. Lastly, small hospitals in the region will receive a total of roughly \$388,000 in extra base funding.

The Board also agreed to an increase in base funding of 1.5 per cent to the region's community-based health providers so they can maintain or enhance services, amounting to more than \$5 million. As well as that support for all community-based agencies, the Champlain LHIN will also strategically invest additional resources on strengthening community support services for seniors, expanding youth mental health and addictions services, and improving access to health services across our region.

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Board documents are available at www.champlainlhin.on.ca
*Go to **Board of Directors** on the left menu*

BONNECHERE MANOR QUARTERLY PERFORMANCE TARGETS 2011

Key Measures	Indicators	2010 Target	1 st Quarter 2011	2 nd Quarter 2011	3 rd Quarter 2011	4 th Quarter 2011
QUANTITY	Occupancy Rates: Long Term Stay Preferred Accommodation Short Stay Day Programs: Renfrew Cobden (*included with Eganville) Eganville Beachburg Calabogie	97% 30% 50% 76% * 95% 95% 60%	99.68% 38.71% 78.61% 85.26% * 92.95% 61.17% 70%	99.28% 39.19% 64.68% 83.31% * 60% 54% 57%		
ACCESSIBILITY	Admissions: Long-Term Stay Short Stay Day Programs: Renfrew Cobden (*included with Eganville) Eganville Beachburg Calabogie Waiting List for Long-Term Care Total number on list First Choice Waiting List for Day Program Services	36 28 12 * 6 2 4 50 50% 0	11 6 7 * 0 0 1 148 64% 0	12 4 5 0 1 0 118 64% 0		
QUALITY	Total Nursing Hrs / Res day Program Hrs / Res day	2.66 0.23	2.68 0.242	2.74 0.246		
SAFETY	# of Resident Critical Incident Reports # of Employee WSIB Claims # of PHU Declared Outbreaks	50 15 0	14 10 1	18 0		
EFFECTIVENESS	# of Unmet MOHLTC Standards	0	0	0		

*included with Eganville Day Program numbers

MIRAMICHI LODGE QUARTERLY PERFORMANCE TARGETS 2011

Key Measures	Indicators	2011 Target	1 st Quarter 2011 (Jan Feb Mar)	2 nd Quarter 2011 (Apr May Jun)	3 rd Quarter 2011 (Jul Aug Sep)	4 th Quarter 2011 (Oct Nov Dec)
QUANTITY	Occupancy Rates					
	Long Stay	97%	99.32	99.31		
	Preferred Accommodation	85%	85.61	87.80		
	Short Stay	70%	79.03	91.67		
ACCESSIBILITY	Admissions					
	Long Stay (annual)	44	10	12		
	Short Stay (annual)	21	5	7		
	MoW Program (annual)	2000	487	689		
	Waiting List					
Total number on list	50	250	244			
First Choice	50%	135	134			
QUALITY	Total Nursing Hrs / Res day	2.76	3.12	3.1		
	Program Hrs / Res day	0.24	0.23	0.26		
SAFETY	# of Resident Critical Incident Reports	50	10	7		
	# of Employee WSIB Claims	15	5	3		
	# of PHU Declared Outbreaks	0	1	1		
EFFECTIVENESS	# OF Unmet MOHLTC Standards	0	0	0		

**COUNTY OF RENFREW
LONG TERM CARE ADDENDUM REPORT**

TO: Health Committee

FROM: Shelley Sheedy, Administrator, Miramichi Lodge and
Shayne Hoelke, Administrator, Bonnechere Manor

DATE: September 7, 2011

SUBJECT: Long-Term Care Departmental Report

INFORMATION

1. Bonnechere Manor Resident Statistics:

	August 2011
Population at end of Month	176
# of Female Residents	107
# of Male Residents	69
Vacant Beds at End of Month	3 LTC / 1 Respite
Resident Deaths	4
Resident Discharges	6
Resident Admissions	5 LTC / 3 Respite

Recommendation: Receive as information.

2. Miramichi Lodge Resident Statistics:

	August 2011
Population at end of Month	165
# of Female Residents	116
# of Male Residents	49
Vacant Beds at End of Month	1 LTC / 0 Respite
Resident Deaths	2
Resident Discharges	0
Resident Admissions	2 LTC / 2 Respite

Recommendation: Receive as information.