

AGENDA  
 COMMITTEE OF MANAGEMENT  
 FOR HURON LODGE LONG TERM CARE HOME  
 MONDAY, November 5, 2018 at 4:00pm  
 Meeting Room - 201350 City Hall Square West

- 1.) CALL TO ORDER
- 2.) DISCLOSURE OF INTEREST
- 3.) ADOPTION OF THE MINUTES DATED September 17, 2018 AS ATTACHED
- 4.) MOTION TO MOVE IN-CAMERA

Subject	Section Pursuant to Municipal Act 2001, as amended
Personal matters about an identifiable individual, including municipal or local board employees	s. 239 (2)(b)

- 5.) MOTION TO MOVE BACK INTO REGULAR SESSION
- 6.) ADMINISTRATOR'S REPORT
- 7.) COMMUNICATIONS - No updates
- 8.) NEXT MEETING - to be determined
- 9.) ADJOURNMENT

## **Committee of Management for Huron Lodge Meeting held September 17, 2018**

A meeting of the Committee of Management for Huron Lodge is held this day commencing at 4:00 o'clock p.m. in Room 203, 350 City Hall Square West, there being present the following members:

Councillor Ed Sleiman, Chair  
Councillor Fred Francis  
Councillor Jo-Anne Gignac

***Also present are the following resource personnel:***

Jelena Payne, Community Development & Health Commissioner  
Alina Sirbu, Executive Director of LTD Administrator Huron Lodge  
Karen Kadour, Committee Coordinator

### **1. Call to Order**

The Chair calls the meeting to order at 4:02 o'clock p.m. and the Committee of Management considers the Agenda being Schedule A attached hereto, matters which are dealt with as follows:

### **2. Disclosure of Interest**

None disclosed.

### **3. Adoption of the Minutes**

Moved by Councillor Francis, seconded by Councillor Gignac,  
That the minutes of the Committee of Management for Huron Lodge of its meeting held April 23, 2018 **BE ADOPTED** as presented.  
Carried.

### **4. In Camera**

**Moved by Councillor Francis, seconded by Councillor Gignac, to move In Camera at 4:03 o'clock p.m. for discussion of the following item:**

Item No.	Subject	Section Pursuant to Municipal Act 201, as amended
4.1	Personal matter about an identifiable individual, including municipal or local board employees - Resident matters	2. 239{2}(b)

**Motion Carried.**

Discussion on the item of business.

**Verbal Motion is presented by Councillor Francis, seconded by Councillor Gignac, to move back into public session at 4:10 o'clock p.m.**

**Moved by Councillor Gignac, seconded by Councillor Francis,  
That the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In Camera Committee of Management for Huron Lodge Long Term Care Home held September 17, 2018 at the next regular meeting.**

Moved by Councillor Francis, seconded by Councillor Gignac,  
That the verbal In Camera report, relating to the personal matter about an identifiable individual, including municipal or local board employees **BE RECEIVED** and further, that Administration **BE AUTHORIZED** to proceed in accordance with the verbal direction of the Committee of Management for Huron Lodge Long Term Care Home.

Carried.

**5. Administrator's Report**

A. Sirbu advises the Ministry of Health and Long Term Care has implemented a new system to monitor medications. The protocol for dispensation of narcotics at Huron Lodge is as follows:

- A resident is seen by the physician who writes an order for medication with an electronic pen which immediately transmits the prescription to the pharmacy.
- The pharmacy verifies the order along with two registered nurses who will detect if the dosage is incorrect.
- The narcotics are placed in a double-locked area and each pill is individually wrapped.
- The name of the resident, the room number along with a picture of the resident is checked before administering the medication.
- Once the medication is given to the resident, the nurse provides their signature and notes whether or not the medication was effective.
- Two registered staff count and document the narcotics each shift

Moved by Councillor Gignac, seconded by Councillor Francis,

That the report of the Administrator of Huron Lodge dated September 10, 2018 entitled "Huron Lodge Long Term Care Home -Administrator's Report to the Committee of Management" providing an update relating to resident care, the Ministry of Health and Long Term Care, the Local Health Integration Network, and other initiatives that impact the Long Term Care sector **BE RECEIVED** for information and **APPROVED** for the period from April 13, 2018 to September 10, 2018.

Carried.

## 6. Communications

Moved by Councillor Francis, seconded by Councillor Gignac,

That the following communications **BE RECEIVED**:

1. Ministry of Health and Long Term Care - Resident Quality Inspection
2. Ministry of Health and Long Term Care - Complaint Inspection Report
3. Windsor-Essex County Health Unit - Compliance Inspection - Food Safety
4. Windsor-Essex County Health Unit - Compliance Inspection - Infection Control  
Compliance Inspection - Infection Control Beauty Salon

Carried.

## 7. Date of Next Meeting

The next meeting will be held at the call of the Chair.

## 8. Adjournment

There being no further business, the meeting is adjourned at 4:21 o'clock p.m.

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CHAIR

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COMMITTEE COORDINATOR

