



# **MINUTES**

**JOHN NOBLE HOME  
COMMITTEE OF MANAGEMENT  
WEDNESDAY, DECEMBER 11, 2019**

1:00 P.M.

SHERMAN BOARD ROOM

JOHN NOBLE HOME

97 MOUNT PLEASANT ST,

BRANTFORD, ON

**Sarah MacCuish  
Administrative Assistant**

**JOHN NOBLE HOME COMMITTEE OF MANAGEMENT  
MINUTES**

WEDNESDAY, DECEMBER 11, 2019

1:00 P.M.

JOHN NOBLE HOME

Councillor Carpenter in the Chair called the meeting to order at 1:00 p.m.

**1. ROLL CALL**

Present: City of Brantford Mayor Davis (1:03 p.m.)  
Councillor Carpenter  
Councillor Vanderstelt  
Councillor McCreary

County of Brant Mayor Bailey  
Councillor Wheat  
Councillor Gatward

Also Present: J. Miller; S. Proulx; M. Cox; S. MacCuish;

**2. DECLARATIONS OF CONFLICTS OF INTEREST**

Members were asked to declare any pecuniary interests at the time when the item is considered.

No pecuniary interests were subsequently declared during the meeting.

**3. MINUTES**

MOVED BY Councillor McCreary  
SECONDED BY Mayor Bailey

**3.1 John Noble Home Committee of Management – November 13, 2019**

CARRIED

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

**4.1 Therapeutic Recreation Student Recruitment Video**

J. Miller explained the video was created through a partnership with Conestoga College Media students and the John Noble Home. It will be shared with Post-Secondary schools to attract Therapeutic Recreation students to consider the Home when choosing locations for their practicum and encourage careers in long term care.

Mayor Davis arrived at 1:03 p.m.

<b>5. ITEMS FOR CONSENT</b>
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MOVED BY Councillor Wheat  
SECONDED BY Councillor Gatward

THAT all Consent Items (5.1-5.3) BE APPROVED

Item 5.1 was separated for discussion purposes.

Items 5.2 and 5.3 were voted on and approved.

**5.1 John Noble Home Administrator's Report [Financial Impact - None]  
(JNH2019-49)**

THAT the John Noble Home Administrator's Report JNH2019-49 BE RECEIVED.

J. Miller gave a verbal update on the redevelopment of Bell Court and shared the first draft of the architect's design. Aspects of the design that would allow for synergy with future additional beds were discussed.

J. Miller detailed the recent changes to the LHIN regions noting Brantford is now part of West LHIN.

J. Miller updated committee on the provincial government's proposed changes to pharmacy funding. The funding will change from a fee for service model to a per-bed-fee-capitation model. This funding loss to pharmacies may result in a loss of some services to long term care. The Ontario government has identified further funding cuts in this area over the next few years. The long term care sector has been advocating to reduce these cuts to retain full services.

M. Cox explained the medication reconciliation process and its importance.

M. Cox answered questions regarding pharmacy services and dispensing fees within the Home. The current contract with Integrity Pharmacy does not expire until 2021 and details services that the Home receives.

Item 5.1 was voted on and approved.

**5.2 John Noble Home Monthly Budget Summary for October 2019  
[Financial Impact – None – Overall Under Budget at this Time]  
(JNH2019-50)**

THAT the Monthly Budget Summary JNH2019-50 for October 31, 2019 for the John Noble Home BE RECEIVED.

**5.3 John Noble Action Plan Related to The Ministry of Health and Long-Term Care's Resident Critical Incident inspection results (Financial Impact-None)] (JNH2019-51)**

THAT the John Noble Home Action Plan related to the Resident Critical Incident Inspection Report JNH2019-51 BE RECEIVED.

CARRIED

<b>6. ITEMS FOR CONSIDERATION</b>
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MOVED BY Councillor Wheat  
SECONDED BY Mayor Bailey

THAT all Items for Consideration (6.1-6.2) BE APPROVED

Item 6.1 was separated for discussion.

**6.1 Brantford-Brant Ontario Health Team Governance Working Group Formation [Financial Impact - None] (JNH2019-52)**

THAT a representative from the Committee of Management BE SELECTED to participate in the Brantford-Brant's Ontario Health Team Governance Working Group to explore governance options in the development of the Brantford/Brant Ontario Health Team.

Moved by Councillor McCreary  
Seconded by Councillor Wheat

THAT the Chair BE NOMINATED to represent the John Noble Home Committee of Management in the Brantford-Brant Ontario Health Team Governance Working Group.

A vote was held and motion was unanimously carried.

Item 6.1 was voted on and approved.

**6.2 Bus Model Substitution in Award of Contract for Day and Stay Bus 39 Month operating lease. [Financial Impact – Savings \$4,795.60 plus HST] (JNH2019-53)**

THAT the Committee of Management AUTHORIZE the Administrator to award the contract for a thirty-nine (39) month, Day and Stay bus operating lease with Quest Automotive Leasing Services for a contract cost of \$1,791.55/month plus HST with a \$6,000 down payment substituting a 2018 model.

Item 6.2 was voted on and approved.

CARRIED

**7. PRIVATE AND CONFIDENTIAL ITEMS**

None

**8. CORRESPONDANCE**

None

**9. RESOLUTIONS**

None

**10. NOTICES OF MOTION**

None

**11. QUESTIONS**

Mayor Bailey inquired into the process of the reporting of medication errors. M. Cox explained that when an error occurs the Director of Care reviews the error, meets with the staff to discuss safety checks and preventative measures and an action plan is created by staff to prevent error reoccurrence. The pharmacy also tracks medication incidents and prepares monthly reports which are reconciled with information within the Home. This is shared at monthly Nurse Practice meetings to identify trends. Trends could be related to time of day or registered staff.

Councillor Wheat asked what the current waitlist is for the Home. J. Miller said it is near 200 individuals which makes it one of the highest in Brantford/Brant.

Councillor Gatward wanted to thank the staff and volunteers who decorated the Home for the holidays.

Councillor Vanderstelt suggested that while designs for Bell Court are being drafted, consideration be given to investigate the ability to build a second floor on any new addition. This would require plans to accommodate space for an elevator and structure that would support future growth. J. Miller will discuss this with the architect for the next draft.

Councillor Carpenter asked if it is known how many beds will be allocated to Brantford area. J. Miller said that this is not known

**12. NEXT MEETING**

The next meeting of the John Noble Home Committee of Management will be held on Wednesday, January 8, 2019 at 1 p.m. in the Sherman Board Room of the John Noble Home.

**13. ADJOURNMENT**

The meeting was adjourned at 1:44 p.m.

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Councillor Carpenter  
Chair

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Sarah MacCuish  
Administrative Assistant