

BOARD MEETING AGENDA

Date: September 19, 2022
Location: Virtual

Meeting: 5:00 p.m.–6:00 p.m.

Board Members P. Greenwood M. Ma L. Colman M. Westgate L. Shapiro A. De Jager Staff L. Singh G. Kehoe M. Hukkoo H. Nation S. Trieu New Board Members (Guests) F. Consiglio J. Saldanha S. Glave S. Khan	Video Conference: Click here to join the meeting				
	Board Members Present: P. Greenwood, M. Ma, L. Colman, M. Westgate, L. Shapiro, A. De Jager Guest Board Members Present: F. Consiglio, J. Saldanha, S. Glave, S. Khan Regrets: Staff Present: L. Singh, G. Kehoe, M. Hukkoo, H. Nation Recorder: S. Trieu				
	Time	Item	Meeting Agenda	Action	Person
	5:00	1.	Call to Order- PG called the meeting to order at 5:06PM.		P. Greenwood
			1.1 Approval of Agenda – September 19, 2022- Motion to approve by L. Colman, Seconded by L. Shapiro, Approved by all Board members.	For Approval	P. Greenwood
			1.2 Conflict of Interest Declaration- No conflicts were declared.	For Approval	P. Greenwood
			1.3 Approval of Minutes – June 30, 2022- Motion to approve by A. De Jager, Seconded by M. Ma, approved by all Board members.	For Approval	P. Greenwood
			1.4 Business Arising – No business arising from previous meeting		P. Greenwood
		2.	Board Chair Update- P. Greenwood indicated that there are no new updates from her that haven't already been covered on the agenda.	For Information	P. Greenwood
		3.	By-Law Changes - Motion to recommend proposed By-Law changes for approval	For Approval	P. Greenwood

			Motion to recommend the proposed by-law changes was put forward by L. Colman, Seconded by M. Westgate, approved by all Board members.		
		4.	<p>Committee Updates</p> <ul style="list-style-type: none"> - Executive Committee (July 27, August 31, Sept 1, 2022) <ul style="list-style-type: none"> - P. Greenwood indicated that the Governance committee had three previous meetings (two with J. Gledhill to present and review the Governance policies, one meeting was held for regular governance materials and agenda items). - Client & Family Advisory Committee (August 17, 2022) <ul style="list-style-type: none"> - H. Nation reported to the Board about the client feedback survey that has been presented to the clients. - The committee also discussed the Valleyview Frail/Wilson merger which further discussions are required. - Discussion on Terms of Reference for the committee and recruitment initiatives. - Quality & Stewardship Committee (August 24, 2022) <ul style="list-style-type: none"> - J. Butchereit reported to the Board that further discussion needs to be done regarding the balanced scorecard because certain areas are unclear (e.g., targets). - Indicated that most departments have not met their targets or in compliance - Volunteer hours have increase between April-June. - Finance & Audit Committee- Financial Auditor selection and motion for recommendation to the Board members <ul style="list-style-type: none"> - M. Ma updated the Board about the RFP and the three firms that Lumacare has reached out. - Only two firms (RSM and Grant Thornton) have submitted their proposals - Recommended that Lumacare re-appoint Grant Thornton as the auditor. <p>Motion to recommend Grant Thornton as Lumacare auditor was put forward by M. Ma, Seconded by L. Colman, approved by all Board members.</p>	For Information	P. Greenwood
				For Information	L. Colman
				For Information	J. Butchereit
				For Approval	M. Ma

		<p>- Nominations Committee- Motion to recommend Board members</p> <ul style="list-style-type: none"> - P. Greenwood put forward the motion to recommend the Board members below to be appointed as Board of Directors for 2022-23. <p><u>To be elected for a one-year term:</u></p> <ul style="list-style-type: none"> • Filippa Consiglio <p><u>To be elected for a three-year term:</u></p> <ul style="list-style-type: none"> • Samantha Glave • Saif Khan • Justin Saldanha <p><u>To be re-elected for a three-year term:</u></p> <ul style="list-style-type: none"> • Antoinette De Jager • Lorne Shapiro <p><u>Directors continuing to serve in 2022/2023:</u></p> <ul style="list-style-type: none"> • Linda Coleman • Pati Greenwood • Manny Ma • Morgan Westgate <p>All in motion to vote the recommended Board members to be appointed as Board of Directors at the AGM.</p> <p>- Motion to approve Agency members</p> <ul style="list-style-type: none"> - P. Greenwood put forward to approve the appointment of all individuals below as agency members and Maria Hundeck as a new agency member. <ul style="list-style-type: none"> • Marilyn Burns • Nirmal Kaur • Robert Koch <p>All in motion to approve all individuals as agency members.</p>	<p>For Approval</p>	<p>P. Greenwood</p>
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			<ul style="list-style-type: none"> - P. Greenwood reported to the Board that Jeff Butchereit will be leaving the Board effective after the AGM and thanked him for his dedications and commitment to the Board for the past eight years. 		
		<p>5.</p>	<p>Senior Management Report</p> <ul style="list-style-type: none"> - L. Singh provided the Board an update on government updates (Bill 7 legislation and the amendment of the Fixing Long-Term Care Act, 2021). - The province has also released a “Plan to Stay Open: Health System Stability and Recovery”, with a 5-point strategy to help with Ontario’s health care workforce, provide more hospital beds, and to lower wait times in the emergency department and surgical procedures. - <u>Employee engagement</u> is ongoing; <ul style="list-style-type: none"> - Town Hall approach will continue since we have many positive feedbacks from participating staff. - Leadership team will continue with the Coffee Chats to provide employees a forum for direct conversations. - <u>Human Resources Updates:</u> <ul style="list-style-type: none"> - HR has filled 24 vacant positions in July and August; we only have 3 full-time and 2 part-time positions that are open vacancies. - Lumacare had some success with student volunteers and have recruited 4, along with 5 summer students that helped us for 8 weeks. - turnover rate is at 5.4% for July and August 2022, based on the total number of active workers (221) at Lumacare. - In August 2022, HR also completed leadership training on goal settings attended by Directors, Managers and Supervisors. - <u>Fiscal Year 2022-23:</u> <ul style="list-style-type: none"> - At the beginning of fiscal 22-23, there was a planned deficit of \$237.3K, but with the additional increase of 2% (168k) from Ontario Health for year 2022-23 and additional grants from United way (37.5) received, we are anticipating a surplus at the year end. - <u>Funding Updates:</u> <ul style="list-style-type: none"> - Wage Enhancement notification has been received from OH to continue for a 2022-23. - Lumacare will receive: a grant of 209K from the Ontario Community Support Association (OCSA), Personal Support Worker (PSW) training 	<p>For Information</p>	<p>L. Singh & Senior Team</p>

			<p>grant of 30K, a grant of 24K of Canada Summer Jobs Program from Employment and Social Development Canada</p> <ul style="list-style-type: none"> - Vaccination Engagement Team (VET) Grant phase 2 was extended from April till July and we received 370K from City of Toronto. Phase 3 for Vaccination Engagement Team for \$471K is in the process with City of Toronto from Aug till Dec 31st, 2022. These extra funds will assist with budget management for the current year which was not incorporated in the Budget year 2022-23. - <u>Programs & Services:</u> <ul style="list-style-type: none"> - In-Home support programs (ALS) went above their target for July and August with client residence day. - Daily outreach activities have started in August at the Keele St location. - Client referrals and requests have increase for homemaking services, respite care, and personal care with a short waiting list (due to PSW coverage). - ADP programs had a significant staff turnover and coverage is still a big challenge. - MOW and HAL programs have exceeded its target for July and August, but shortage of volunteers is a challenge for MOW. - MOW also received an award from the Ontario Community Support Association (OCSA) grant for \$ 209,832 - Transportation did not meet its target due to restrictions on number of clients allowed per ride. - Lumacare’s social media accounts has seen a significant increase in views and clicks due to our ongoing initiatives to promote events, newsletters, reports, etc. - The Quality team continue their partnership with the Canadian Red Cross regarding Covid-19 testing tools and PPE, and with the City of Toronto Vaccine Engagement Team for N95 mask training with our managers. 		
		6.	Next Meeting - September 19, 2022 6:30-7:00PM		P. Greenwood
		7.	Adjournment- Motion by L. Shapiro, Seconded by M. Westgate, all in favor. P. Greenwood adjourned the meeting at 6:00PM	For Approval	P. Greenwood