

WEDNESDAY, MAY 1, 2024

MINUTES

Date: Wednesday, May 1, 2024

Location: Cassellholme Garden Room

Present: Mark King, Chair
 Chris Mayne, Vice Chair (zoom)
 Peter Chirico
 Sherry Culling
 Robert Corriveau
 Michelle Lahay

Staff: Angie Punnett, Administrator
 Billy Brooks, Chief Financial Officer
 Shani Giroux, Director of Human Resources
 Julie Pilkey, Secretary

Regrets: Dave Smits, Director, Capital Facilities

Guests: Anita Brisson (for Dave Smits)
 Monique Peters, Family Council
 Johanne Brousseau (zoom)

	ITEM	ACTION
A.	CALL TO ORDER	
	<p>RECORDED MEETING</p> <p><i>“Moved by Robert Corriveau and seconded by Peter Chirico that the meeting be called to order at 4:04 p.m.”</i></p> <p>Res. #37-24 <u>Carried</u></p>	
	1. Approval of Agenda	
	<p>Move the In-Camera portion of the meeting up to Agenda Item #4</p> <p><i>“Moved by Michelle Lahay and seconded by Sherry Culling that the Board approved the Agenda for this meeting, as amended.”</i></p> <p>Res. #38-24 <u>Carried</u></p>	
	2. Conflict of Interest	
	<p><i>“Moved by Robert Corriveau and seconded by Sherry Culling that no other Board Members present have declared a conflict of interest.”</i></p> <p>Res. #39-24 <u>Carried</u></p>	

3. Approval of Minutes

3.1 Approval of Minutes of the Regular Board Meeting held on March 28, 2024

“Moved by Robert Corriveau and seconded by Peter Chirico that the minutes of the Regular Board Meeting, held on March 28, 2024, be adopted as presented.”

Res. #40-24

Carried

4. IN - CAMERA

Guests left the meeting

“Moved by Robert Corriveau and seconded by Peter Chirico that the Board proceed to an In-Camera session at 4:08 p.m.”

Res. #41-24

Carried

4.1 Approval of the In-Camera Minutes – dated March 28, 2024 - deferred

4.2 Personal Matter

In-Camera Motion - Res. #42-24

4.3 Legal Matter - Confidential Contract Negotiation

4.4 Confidential Matter

4.5 Confidential Matter

“Moved by Michelle Lahay and seconded by Sherry Culling that the Board approve the In-Camera session to be adjourned at 4:39 p.m.”

Res. #43-24

Carried

5. Business Arising

No Business Arising

6. New Business

6.1 Exit Strategy for Municipalities

Municipalities would like an exit by the end of 2027, when the project is completed.

Municipalities preparing to submit a proposal to the Ministry.

6.2 Air Conditioning Requirement – Exemption Request

Received notice that the extension expired May 2024. Cassellholme will need to submit another request to extend the exemption.

7. PAUSE MEETING

“Moved by Robert Corriveau and seconded by Peter Chirico that the Board approve to Pause the Regular Meeting and Proceed to the Annual General Meeting at 4:56 p.m.”

Res. #44-24

Carried

8. RESUME MEETING	
<p><i>“Moved by Chris Mayne and seconded by Robert Corriveau that the Board approve to Resume the Regular Meeting at 5:42 p.m.”</i></p> <p>Res. #51-24 <u>Carried</u></p>	
9. Redevelopment	
<p>9.1 Construction Update <i>(Anita Brisson for Dave Smits)</i> Report in package. Anita provided an update in Dave’s absence.</p> <p>9.2 Nipissing First Nation – Update Angie noted they are continuing to meet and will provide more of an update at the next meeting.</p>	
10. Operations	
<p>10.1 Operations Update Included in package. The Trishaw Bike Program is pausing their program. Angie has reached out to offer to house the program through Cassellholme. Working with the Health Unit on new Outbreak Protocols. New Fire Panel has been ordered.</p>	
B. CORRESPONDENCE	
<p>B.1. Ministry Inspection Report – included in package. Angie noted Proactive inspections will be completed annually.</p>	
C. REQUEST FOR FUTURE AGENDA ITEMS	
<p>No Items Noted</p>	
D. DATE OF NEXT MEETING	
<p>Regular Meeting - Thursday May 23, 2024 @ 5:00 p.m. – or at the call of the Chair.</p>	
E. ADJOURNMENT	
<p><i>“Moved by Robert Corriveau and seconded by Chris Mayne that the meeting be adjourned at 6:02 p.m.”</i></p> <p>Res. #52-24 Carried</p>	

Secretary

Chairman

Apr 25, 2024

Subject: Cassellholme Redevelopment Update – May 2, 2024

Construction Activity

Please see the February monthly report from Percon.

Highlights:

Phase 00 – Work Complete

Phase 1-A – Work Complete

Phase 1-B sequencing remains unchanged from the previous report. New east parking lot has been handed over to Cassellholme for use, and as of the date of this report, landscape work is largely complete; landscape deficiencies will be addressed in Spring of 2024, and sod is being maintained by Cassellholme.

PHASE 1-B

- Metal studs at perimeter walls are complete. Small infill areas remain. Exterior sheathing and window installation is largely complete, including curtain wall in Block A. Block C curtain wall framing complete; glass is pending.
- Mechanical and electrical above ceiling rough-ins are ongoing, as well as wall rough-in. Levels 2 and 3 are complete. Level 4 is 80% complete and Levels 5 and 1 are in progress.
- Interior framing is well advanced on Levels 2 to 5 and the ground floor is approximately 85% complete.
- Vapour barrier, insulation and brick is in progress along the east, north and west elevations of Block A. Vapour barrier is in progress in Block B. Penthouse exterior cladding work is also ongoing.
- All roofing work is complete, with the exception of the balconies and low roof along the west elevation.
- Roof top mechanical equipment and emergency generator are in place. ▪ Elevator has been delivered to site, and elevator shaft work is ongoing.
- Patient lift structures are in progress

Schedule:

Percon maintains that the Substantial Completion will be achieved by September 19, 2024 as per the December 15, 2023 schedule.

Transition Planning

An updated summary is attached.

Highlights:

NFN Partnership/Indigenous Unit Operation and Licensing – No further update.

Way-finding – Translations have been received from the NFN.

Staffing Plan - No further update this month.

Laundry Plan - No further update this month.

Storage Plan – Work with Cardinal continuing, proposal for Clean Utility Room shelving received and reviewed with staff. Proposal for Just in Time delivery proposal expected in early April.

Move Plan – Work continues and current tasks being updated on the summary. Last updated HCR meeting held April 5, 2024. Another meeting will be planned to review 5 day move plan in more detailed in June & September.

Training Plan – Meetings with various new equipment suppliers continuing so training plans can be confirmed.

IT – Pricing received for CCTV systems, networking equipment and telephone system upgrades. Final recommendations coming to the Board at March meeting.

Waste Handling – No further updates at this time.

Outdoor space – No further update at this time.

FF&E Budget – Budget validation ongoing with a final check back to departments in terms of the items they will require.

Nursing Transition Planning – Work underway.

Occupancy Planning – First draft of the Occupancy Plan was submitted to MLTC in January. Feedback expected the last week of March.

MLTC Check Lists – Work continuing. Meeting with the MLTC has occurred to ensure process around Preoccupancy inspections is understood.

Change Order Log

Please see the attached April 25, 2024 log.

Budget Update

Mar 2024 actuals attached.

Action	Sub Actions	Responsible	Due Date
FF&E Review	Final furniture quantities, storage room needs, IT equipment (networking, cameras)	Billy/Dave/Anita	ongoing
Occupancy Checklist	Continue to review Ministry LTC occupancy checklists - final submission required by August but plan to complete by June 30 internally	Mgmt and Transition	ongoing until August
Furniture Contract	POs to be issued by end of April	Anita	30-Apr
Art Fundraising	To set up meeting to understand design needs - with Nathan for contacts; create fundraising plan Need to shortlist the current state of art inventory present to designer of some historical pieces and reach out to the community for pieces; engaged interior designer for ideas on heritage art pieces for lobby	Anita	ongoing
Wood at mill for purpose		Anita	ongoing
HealthCare Relocators (HCR) - Move	same as Art Fundraising		
HCR - Movers	Review meeting April 5th to discuss move plan, resident reallocation to P1 building and other areas within; To meet once Percon has verified schedule for fall	Anita	30-Apr
Resident Communication	Communication planning underway for move into P1 to articulate costs and timeframes; plan will be finalized once final move date is made	Billy/Angie/Jillian	May
Storage Area list	Vendor to provide inventory recommendations, storage options (racks/shelves) and software solution reviewed in March; preliminary review of storage areas and items for each room to understand placement and rack needs - to be presented in May	Dave/Anita	May
IT			
Cameras			
ID Access Card			
Phone	all priced and is under internal review with SLT		
Network Design	printer for ID Access Card still to be priced	Dave	30-Apr
Digital Menus/Boards	Review boards price and data drops with Percon		
Nurse Call	continue to finalize nurse call system; references to Clinical for review	Dave/Lindsay	30-Apr
NFN			
Bed Application - Licencing	NFN Chief letter signed; to follow up with OH and Ministry on next steps	NFN/Angie	TBD
NFN Collaboration Document	Additional funding still under review with Angie and NFN Lead; Chief has reached out to Ministry once again and should have a decision end of March	Anita/Angie/NFN	ongoing
	flow of care -Review current NFN demand & cultural designation		TBD
	Governance structure - board member and committee		TBD
	Policy inclusion - part of collaboration document		TBD
	Programming & ceremony - further discussion needed		TBD
Quality of Care Committee		Anita/Angie/NFN	TBD
Wayfinding			
Wayfinding	NFN Translations have been finalized	Anita/Dave	March
Art Work - RHA and P1	Artwork underway and will provide updates as artist submits	Anita/Dave	ongoing
Support Services			
Emergency Response			
Medleds	order placed and expect delivery April	Anita/Julie	April
Remar strips	order placed and expect delivery April	Anita/Julie	April
Fire plan	Final drawings in progress; need to plan quarterly check-ins with fire department; updated codes and policies in draft form training plan to be created	Anita/Julie/Ron	ongoing & on track
P2 Parking	Need to begin discussions and planning for start of P2 parking (winter 2024/25)	Dave/Anita	May
Staff Training Plan			
Indigenous cultural health and safety			
Equity	Combined to sensitivity training; OH NE has provided 4 modules for equity training and SLT to review	SLT	ongoing
IT	phones, emails		Sept
Emergency Response	update training sessions and roll out	Julie/Ron	Sept
Maintenance Mgmt System			
Capital Asset List	Brightly Support	Dave	May

RFE	RFE	PC	CD	SI	RFI	CO	Work Description	Reason	Status	Date Issued	Quote Sent	Approval Date	Quoted	Approved	Contract Time (days)
1	1			1		1	Millwork revisions/clarifications	Coordination	Approved	18-Feb-22	17-Mar-22	28-Mar-22	\$34,553.53	\$34,553.53	
2	2	1				2	Emergency Switchboard revisions	Coordination	Approved	17-Feb-22	17-Mar-22	28-Mar-22	\$4,919.20	\$4,919.20	
3	3					3	Increase Builders Risk Insurance to Include Soft Costs	Lender Requirement	Approved	30-Mar-22	30-Mar-22	05-Apr-22	\$29,846.88	\$29,846.88	
4	4					3	Cost associated to add Wrap Up Insurance Policy	Lender Requirement	Approved	30-Mar-22	30-Mar-22	05-Apr-22	\$282,579.86	\$282,579.86	
5	5R1	2				5	Door revisions	Coordination	Approved	15-Mar-22	07-Apr-22	06-May-22	\$4,677.20	\$4,677.20	
6	6	3				4	Washroom Accessories Revisions	Coordination	Approved	28-Mar-22	22-Apr-22	25-Apr-22	\$863.50	\$863.50	
7	7	9					Removal existing foundations (Unit rate only - see RFE 16)		Cancelled	21-Apr-22	25-Apr-22				
8	8	16				6	Provide new water valve at property line	AHJ	Approved	05-May-22	06-May-22	06-May-22	\$8,607.50	\$8,607.50	
9	9	4				41	North wing door revisions	Coordination	Approved	28-Mar-22	16-Jan-23	19-Jan-23	\$3,756.50	\$3,756.50	
10	10	5				7	Elevator pit lighting revisions	AHJ	Approved	29-Mar-22	09-May-22	16-May-22	(\$1,361.00)	(\$1,361.00)	
11	11	6				8	Transformer modifications	Cost Saving	Approved	07-Apr-22	09-May-22	27-May-22	(\$6,000.00)	(\$6,000.00)	
12	12 R1					9	Millwork edging revisions & Drawer modifications (per email April 25, 2022)	Cost Saving	Approved	N/A	19-May-22	01-Jun-22	(\$11,906.00)	(\$11,906.00)	
13	13						CANCELLED: Drawer modifications (SEE RFE 12R1)		Cancelled	N/A	09-May-22				
14	14	17				12	Temporary Hydrant at North Wing	AHJ	Approved	12-Apr-22	16-May-22	01-Jun-22	\$5,585.25	\$5,585.25	
15	15R2	7R1				36	Phase 1 temporary door revisions and hardware coordination	Coordination	Approved	02-Dec-22	06-Dec-22	10-Jan-22	\$4,539.70	\$4,539.70	
16	16R2	9				15	Removal of existing foundations	Site Condition	Approved	21-Apr-22	20-May-22	27-Jun-22	\$70,326.38	\$70,326.38	
17	17	11				11	Hardware revisions to Door V101	Coordination	Approved	27-Apr-22	19-May-22	01-Jun-22	\$6,046.70	\$6,046.70	
18	18R2	18				14	Revise pipe material storm main tee at Olive St.	Site Condition	Approved	13-May-22	20-May-22	29-Jun-22	\$7,885.44	\$7,885.44	
19	19	12				10	Temporary lighting in courtyard parking	Health & Safety	Approved	27-Apr-22	25-May-22	01-Jun-22	\$15,888.40	\$15,888.40	
20	20R1	8				13	Add card reader control for rear doors on elevators 1024 & 1025	Design Improvement	Approved	25-Apr-22	30-May-22	10-Jun-22	\$1,512.50	\$1,512.50	
21	21R1					16	Temporary Door Hardware supplied by Owner's Security Provider	Schedule Change	Approved	22-Jun-22	08-Jul-22	22-Jul-22	(\$6,650.00)	(\$6,650.00)	
22	22	23					Investigate/repair storm line blockage near property line at Olive St.	Site Condition	Cancelled	23-Jun-22	06-Jul-22				
23	23R2			19R1		17 R	Corrections and revisions to parking lot line in temporary and east parking areas	Owner Requested	Approved	16-Aug-22	15-Sep-22	22-Sep-22	\$3,454.00	\$3,454.00	
24	24R4	22R1				27	Provide temporary power feed to east parking lot lighting	Coordination	Approved	19-Aug-22	24-Oct-22	27-Oct-22	(\$8,416.88)	(\$8,416.88)	
25	25R1	25R1				18	Revision to waterline connections to existing building - Revised	Site Condition	Approved	03-Aug-22	05-Aug-22	11-Aug-22	\$42,426.23	\$42,426.23	
26	26	20				19	Revision to electrical panel E-1-C	Coordination	Approved	02-Jun-22	09-Aug-22	11-Aug-22	\$6,702.30	\$6,702.30	
27	27R1	19R1				23	Revise acoustic ceiling tile materials	Cost Saving	Approved	15-Sep-22	28-Sep-22	05-Oct-22	(\$66,054.48)	(\$66,054.48)	
28	28			23		20	Pile Rock Points	Contractor Requested	Approved	03-Aug-22	12-Aug-22	12-Aug-22	\$98,826.40	\$98,826.40	
29	29R3	28				33	Revision to Phase 1 & 2 sanitary and storm connections at grade beams	Coordination	Approved	03-Aug-22	09-Nov-22	22-Nov-22	\$21,724.63	\$21,724.63	
30	30	26				21	Revision to under-slab plumbing and inverts	Coordination	Approved	26-Jul-22	18-Aug-22	22-Sep-22	\$15,196.50	\$15,196.50	
31	31	10				40	Revision to the fire and combination fire/smoke dampers	AHJ	Approved	26-Apr-22	15-Sep-22	26-Jan-23	\$134,858.85	\$134,858.85	
32	32R1	14					Door frame material revisions along corridor 1165	Design Improvement	Not Accepted	31-Aug-22	31-Aug-22				
33	33					24	Revised wood frame design for Jams	Cost Saving	Approved	09-Sep-22	28-Sep-22	05-Oct-22	(\$12,750.00)	(\$12,750.00)	
34	34R4	21R3				29	Provide new grounding loop for new building service	AHJ	Approved	22-Aug-22	28-Oct-22	08-Nov-22	\$77,892.15	\$77,892.15	
35	35R3	27R2				35	Delete deck mounted soap dispensers	Owner Requested	Approved	21-Nov-22	05-Dec-22	10-Jan-22	(\$4,081.00)	(\$4,081.00)	
36	36	15R				117	Door hardware revisions to door 1147a	Coordination	Pending	12-Oct-22	18-Apr-24		\$10,606.20		
37	37	13R				31	Janitor room door revisions	Coordination	Approved	19-Sep-22	19-Sep-22	10-Nov-22	\$4,785.00	\$4,785.00	
38	38	29				22	Existing Service Plug Requirement	AHJ	Approved	31-Aug-22	23-Sep-22	10-Oct-22	\$2,414.10	\$2,414.10	
41	41	24R1				32	Provide grilles on type 'O' fin radiation in trench in Auditorium 1005	Coordination	Approved	22-Sep-22	17-Oct-22	15-Nov-22	\$23,009.80	\$23,009.80	
39	39	31					After hours paving of East Parking Lot	Owner Requested	Cancelled	16-Sep-22					
40	40R1	32R1				25	Revision to existing sanitary line	Site Condition	Approved	21-Sep-22	29-Sep-22	06-Oct-22	\$61,577.36	\$61,577.36	TBD
47	47R1	33				43	Structural revisions to Phase 1 framing, Phase 2 framing, pile caps and piles	Coordination	Approved	23-Sep-22	11-Jan-23	22-Jan-23	\$37,038.71	\$37,038.71	4
42	42R1	34				26	Water storage tank layout and structural revisions	Coordination	Approved	26-Sep-22	14-Oct-22	27-Oct-22	\$3,597.83	\$3,597.83	
43	43	35R				61	Revision to North Wing elevator brackets for rail attachments	Coordination	Approved	07-Oct-22	20-Jun-23	27-Jun-23	\$11,964.96	\$11,964.96	
53	53	36R2				44	Revision to brace frame VB105	Coordination	Approved	09-Nov-22	13-Dec-22	26-Jan-23	\$9,497.44	\$9,497.44	
45	45	37				30	Revision to light fixtures P5 and P6	Coordination	Approved	11-Oct-22	31-Oct-22	08-Nov-22	\$2,369.33	\$2,369.33	
48	48	38				37	Structural beam revisions at Block B roof terraces balconies	Coordination	Approved	20-Oct-22	13-Dec-22	10-Jan-23	\$969.52	\$969.52	
49	49R2			36R1		60	Structural clarifications - structural steel and rebar shop drawings	Coordination	Approved	20-Jan-23	10-Mar-23	28-Jun-23	\$2,768.37	\$2,768.37	
46				7R1		28	Provide slab Mounting brackets for smoke shelter	Site Condition	Approved	17-Oct-22	25-Oct-22	01-Nov-22	\$1,050.68	\$1,050.68	
51	51R1	39				38	Add smoke detectors in corridors of RHA areas	Coordination	Approved	08-Nov-22	13-Dec-22	10-Jan-23	\$5,258.00	\$5,258.00	
44R1				22		34	Provide additional steel modifications outlined in SI#22	Coordination	Approved	27-Jul-22	16-Nov-22	22-Nov-22	\$3,300.11	\$3,300.11	
		40					Additional elevator controls	Coordination	Pending	07-Dec-22					
56	56	41				45	Revision to sliding door frame details	Coordination	Approved	21-Dec-22	08-Feb-23	28-Feb-23	\$8,783.50	\$8,783.50	
54	54	42				46	Provide fixed mirrors in Staff washrooms	Coordination	Approved	10-Jan-23	03-Feb-23	28-Feb-23	\$7,507.50	\$7,507.50	
54R1	54R1	42				48	Correct the cost of fixed mirrors from CO#46	Coordination	Approved	10-Jan-23	03-Mar-23	21-Mar-23	(\$2,035.00)	(\$2,035.00)	
52	52			39		39	Provide relay bases on smoke detectors related to door hold opens for SI#39	AHJ	Approved	08-Nov-22	13-Dec-22	10-Jan-23	\$3,014.00	\$3,014.00	
55	55	43					Revise range hood colour	Owner Requested	Cancelled	18-Jan-23					
57	57	44				47	Revision to L#2 & L#2-1 lavatory fixtures	Coordination	Approved	18-Jan-23	17-Jan-23	21-Feb-23	\$5,193.10	\$5,193.10	
54	54R1			41		42	Remedial modifications to pile caps and grade beams - Phase 1	Site Condition	Approved	28-Nov-22	10-Jan-23	20-Jan-23	\$14,145.87	\$14,145.87	4
58	58	45					Revisions to operable window vent type	Coordination	Cancelled	06-Feb-23					
60	60	46				52	Modifications to generator ESB breakers	Coordination	Approved	07-Feb-23	24-Mar-23	03-May-23	\$19,405.10	\$19,405.10	
95	95	47				79	Revise office door locaitons, typical millwork & related power & data locations	Owner Requested	Approved	23-Mar-23	08-Sep-23	09-Sep-25	\$10,312.50	\$10,312.50	
59	59	48R				49	Revisions to electrical to accommodate Kitchen Equipment Phase 1	Coordination	Approved	14-Feb-23	17-Mar-23	22-Mar-23	\$501.60	\$501.60	
62	62R2	49				54	Typical Bedroom Mockup	Owner Requested	Approved	09-Mar-23	03-May-23	06-Jun-23	\$75,577.95	\$75,577.95	
		50					Revise rated floor assembly ULC Listed Design No.	Cost Saving	Cancelled	22-Mar-23					
		51				50	Revision to select light fixtures to alternate product	Design Improvement	Approved	22-Mar-23	20-Apr-23	26-Apr-23	\$0.00	\$0.00	
65	65	52				57	Delete select cubical curtains and provide track breaks in patient lift tracks	Coordination	Approved	29-Mar-23	12-May-23	01-Jun-23	(\$5,382.50)	(\$5,382.50)	
75	75R1	53				69	Electrical revisions for elevator connections	Coordination	Approved	30-Mar-23	29-Jun-23	03-Aug-23	\$18,212.70	\$18,212.70	
		54					Revisions to interior expansion joints types	Coordination	Cancelled	30-Mar-23					
68	68	55				56	Existing Water Room pull station	Coordination	Approved	05-Apr-23	17-May-23	23-May-23	\$1,142.90	\$1,142.90	
67	67	56				55	Revision to brace frame VB205	Coordination	Approved	17-Apr-23	12-May-23	18-May-23	\$1,164.02	\$1,164.02	
82	82R2	57R				78	Revision to biometric readers	Owner Requested	Approved	18-Apr-23	01-Sep-23	25-Sep-23	-\$21,023.00	-\$21,023.00	

❖ CLINICAL SERVICES - Lindsay Dyrda, Director of Care

Reports to the Ministry of Long Term Care:

Cassellholme submitted two critical incidents to the MOLTC during the month of April (to date). One incident involved a report of suspected resident to resident abuse. The other incident was the Respiratory Outbreak (COVID-19), from April 12- present, 2024.

Inspections

Proactive Inspection completed on February 26-29 and March 1, 2024. Public Inspection reported posted on March 28, 2024. See inspection report for details.

Critical Incident Inspection started April 15 – present.

2023 Annual Abuse Evaluation Results

A total of 95 critical incidents were submitted in 2023 (38 more than 2022, or 66% increase from 2022) – this includes: Abuse, Controlled Substance Missing, Environmental Hazard, Missing Resident, Outbreaks, Incident that Causes Injury, Unexpected Death.

60/95 were reported as abuse/neglect – 24 were staff related (7 not confirmed) and 33 were resident related (4 not confirmed). 11 were reported late due to staff not reporting immediately after incident occurred. Primary staff related abuse was neglect; Primary resident related abuse was physical between residents.

2023 Annual Review of Complaints

In 2023, there were 15 reported complaints. In 2022, there were 27 reported complaints. 12 less reported complaints than 2022. This is a **44 % decrease** in overall reported complaints, **64% decrease** over the last 2 years.

13/15 - family complaints

2/15 - residents' complaints

0/15 – staff complaint

Response time for all complaints was within 24 hours or the 10-day period. No complaints took over 10 days.

The primary complaints were regarding staff conduct (7.5). Issues included, cleanliness of rooms, resident care concerns, staff conduct.

Three complaints were reported to the MOLTC (one fall with injury, written complaint, one abuse). Two written complaints were not submitted via the online reporting portal and should have been.

❖ **HUMAN RESOURCES - Tiffany Chapman, HR Coordinator**

RNs (March/April)

2 New Hires

RPNs (March/April)

4 New Hires

PSWs (March/April)

7 New Hires (excluding students indicated below)

Summer Student Hires

Goal - 40 Students (10/unit)

Current - 10 from last year

Hired - 15 (to date)

Clinical Placement/Preceptorship

PSW Students Placements Jan-Mar: 22 Students

Nursing Student Placements Jan-Mar: 66 Canadore Students & 11 Nipissing Students

Active PSW Living Classroom (Started Feb 26) - 14 Students (not included above)

❖ **ACTIVITIES - Mandy Gilchrist, Manager**

Social Robots

Group of 8 residents participated in a research project with the RT students from CANADORE. The study is to see if interaction with robots will decrease loneliness and social isolation, and improve life satisfaction with seniors

Started out using iPads then once residents were comfortable "Mork" was brought in to socialize with residents.

The social robots can provide companionship to help reduce seniors' loneliness.

Trishaw Bike

Alzheimer's Cycling Without Age Program will return to Cassellholme again this year on Thursdays

Summer Programming

BBQ season will start in May - Aug (Tuesdays)

Garden Party every Wednesday Jun - Aug in the Oval Garden with LIVE music

Couples Lunch (monthly)

A time where spouses can sit and have a nice meal together and socialize with other couples

Food is prepared by NFS / served and facilitated by Activities

❖ **INFECTION, PREVENTION & CONTROL (IPAC) - Ellen Whittaker, Manager**

Outbreaks

During the month of March there were 2 short outbreaks. One enteric outbreak on Willow only. This outbreak lasted 8 days and affected 20 residents and 8 staff. The second was a respiratory outbreak on Maple St only. This outbreak lasted 8 days and affected only 2 residents and 2 staff.

Currently the Home is in a facility-wide Covid-19 outbreak. The outbreak started on Willow Street (3rd Floor) on April 12, 2024 and changed to facility-wide on April 19, 2024. As of April 25/24 there have been 12 resident cases and 11 staff cases.

N-95 masks and eye protection are required for both staff and visitors in all resident areas.

Hand Hygiene

The hand hygiene program is proceeding well and the goal of 200 observations per month has been met so far this year.

Immunizations

Covid-19

It is now recommended that Covid-19 boosters be offered to residents twice per year, spring and fall. The next booster campaign at Cassellholme is planned for early May.

RSV

Residents who are eligible and provided consent have now received their RSV immunization.

Education

The IPAC Frontline training is proceeding well. The subjects covered to date include Routine Practices, Cleaning of Resident Care Equipment, Labeling of Resident items, Disinfection of Equipment and Tub and Shower Cleaning. The next module to be trained is Routine Practice Personal Risk Assessment. The training continues to be provided at huddles on all shifts, along with the corresponding bedside observations and coaching. In particular, staff who work night shift, have expressed appreciation of the training during their shift.

The training that has been done to date applies to staff in the Clinical Services department. The planned Risk Assessment training will be trained to all staff in all departments.