CASSELLHOLME BOARD OF MANAGEMENT MEETING

CASSELLHOLME

THURSDAY, AUGUST 29, 2024

1

Compassionate care for life's journey.

MINUTES

	Date:	Thursday, August 29, 2024			
	Location:	Cassellholme Garden Room			
	<u>Present</u> :	Mark King, Chair Chris Mayne, Vice Chair Peter Chirico Michelle Lahay Robert Corriveau	<u>Staff:</u>	Angie Punnett, Administrator Billy Brooks, Chief Financial Officer Dave Smits, Director, Capital Facilities Julie Pilkey, Secretary	
	<u>Regrets:</u>	Sherry Culling (Sherry's term ends Sept 1/24	<u>Guests:</u>)	Anita Brisson Monique Peters, Family Council	
			ITEM		ACTION
A.	CALL TO ORDER				
	RECORDED I	MEETING			
	<i>"Moved by Ro at 6:05 p.m."</i>	obert Corriveau and seconded b	by Chris Mayne	that the meeting be called to order	
	Res. #95-24			Carried	
	1. Approv	al of Agenda			
	Meeting date	was changed from August 22, 2	024 to August 2	9, 2024	
		ichelle Lahay and seconded by P as presented."	Peter Chirico th	at the Board approved the Agenda for	
	Res. #96-24			Carried	
	2. Conflic	t of Interest			
		obert Corriveau and seconded l nflict of interest.	by Chris Mayne	that no Board Members present have	
	Res. #97-24			<u>Carried</u>	

Cassellholme - Board of Management Meeting Minutes - August 29, 2024

3. Approval of Minutes 3.1 Approval of the Minutes of the Regular Board Meeting held on July 25, 2024 "Moved by Michelle Lahay and seconded by Peter Chirico that the minutes of the Regular Board Meeting, held on July 25, 2024, be adopted as presented." Res. #98-24 Carried **New Business** 4. 4.1 Ministry of Long-Term Care – Inspection Report Report in package. Completed compliance issues and submitted August 9, 2024. The Ministry will most-likely return to follow up. 4.2 Municipality Council Meeting Schedule Cassellholme will be attending Municipality Council Meetings in September and October, 2024. This will be an opportunity to update Council Members on the Redevelopment and the Capital Levy Plan. Mark will be attending with Angie, Billy and Dave. Redevelopment 5. 5.1 Construction Update (Dave Smits) Report in package. Board Members Mark, Chris and Michelle, participated in a tour of the new building with Dave, Anita, Angie and Julie, prior to the start of this meeting. Toured the main floor and 2nd floor. Dave should receive a new move-in date next week. An engineering meeting will be held on Sept 11/24 to discuss the flooring issue. 5.2 Construction Interest Budget - 2024 Billy provided report on the construction interest rates forecasted to the end of the year. "Moved by Robert Corriveau and seconded by Chris Mayne that the Board approve an increase to the Redevelopment Construction Interest Budget in the amount of \$750,000 to cover interest needed for August to December 2024." Res. #99-24 Carried 6. **Operations** 6.1 Operations Update Update in package. Angle added the critical incidents will be presented at the next meeting. Secured funding and hired a 2nd Nurse Practitioner to start mid-September. This will allow for one in the current building and one in the new building. A code Grey was called vesterday, August 28/24 due to smoke in the air, coming from a

truck fire down Trout Lake Road at the FreshCo. A flood occurred in the main kitchen due to a rusted sprinkler head breaking off.

Dialogue continues with Nipissing First Nation.

	6.2 Clinical Review FCS International was hired to provide a Clinical Department Overview. The review was held on August 26-28/24 and consisted of interviews with staff, clinical processes, etc. A report will be provided and they will return again for a day in October and November 2024. 7. IN-CAMERA Guests left the meeting "Moved by Peter Chirico and seconded by Michelle Lahay that the Board proceed to an In-Camera session at 6:42 p.m." Res. #100-24 Carried	
	7.1 Approval of the In-Camera Minutes – dated July 25, 2024	
	In-Camera Motion - Res. #101-24	
	7.2 Redevelopment	
	7.3 SEIU Collective Agreement	
	In-Camera Motion - Res. #102-24	
	7.4 Legal Matter	
	7.5 Confidential Matter	
	7.6 Confidential Matter	
	<i>"Moved by Chris Mayne and seconded by Robert Corriveau that the Board approve the In-Camera session to be adjourned at 7:11 p.m."</i>	
	Res. #103-24 <u>Carried</u>	
B.	CORRESPONDENCE	
	No Items Noted	
C.	REQUEST FOR FUTURE AGENDA ITEMS	
	No Items Noted	
D.	DATE OF NEXT MEETING	
	Regular Meeting - Thursday September 26, 2024 @ 5:00 p.m. – or at the call of the Chair.	
E.	ADJOURNMENT	
	<i>"Moved by Michelle Lahay and seconded by Chris Mayne that the meeting be adjourned at 7:12 p.m."</i>	
	Res. #104-24 Carried	

Secretary

Chairman

Cassellholme Board of Management Meeting Minutes - August 29, 2024



Aug 19, 2024

Subject: Cassellholme Redevelopment Update – Aug 22, 2024

Construction Activity

Please see the July monthly report from Percon.

Highlights:

Phase 00 – Work Complete Phase 1-A – Work Complete Phase 1-B

- Exterior cladding work is in progress, including masonry and metal cladding.
- Interior framing work on all floors is largely complete. Small areas remain to be framed and are being coordinated with other trades.
- Interior boarding is ongoing on Levels 2 and 3.
- Elevator installation is ongoing.
- Mechanical and electrical above ceiling rough ins are ongoing, as well as wall rough-ins.
- All roofing work is complete, except for the balconies and low roof along the west
- elevation.
- Concrete slab floor crack repair work is being coordinated with consultants. Once the scope of work and cost is confirmed, repair work will be scheduled.
- Link construction is in progress.
- Permanent power being finalized.

Schedule:

The new resident move date is late January 2024. As shown in Percon's monthly report they have identified a plan to recover all but 5 days of the delay in the drywall work on their current schedule by Oct 3, 2024. Based on progress in the last couple weeks we are not confident this will be achieved. They are continuing to review the schedule with the balance of their subtrades and we will provide a further update when it is received.

Transition Planning

An updated summary is attached for reference.

Highlights:

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

Bed Application Licensing – Continue to have discussions with OH and Ministry on next steps.

Staffing Plan - No further update this month.

Staff Training Plan – Plan has been developed using a number of different delivery methods. Trainers will be selected in early fall and training will commence.

Laundry Plan - No further update this month.

Storage Plan – Proposal for Just in Time delivery proposal expected in early September. Work continuing on detailed planning for storage room configuration on each RHA.

Move Plan – Work continues and current tasks being updated on the summary.

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

IT – All network and CCTV equipment supply and installation pricing has now been approved. Work ongoing for the resident entertainment system and facility phone system.

Waste Handling – No further updates at this time.

Outdoor space - PO has been issued to Digsafe Construction.

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 was received on August 15, 2024. Requests for additional information in being prepared.

MLTC Check Lists – Work continuing.

Art/Fundraising – Working group being established.

Emergency Planning – Work progressing well.

Change Order Log

Please see the attached Aug 19, 2024 log.

Budget Update

July 2024 summary attached.

Action	Sub Actions	Responsible	Due Date	
	Continue to review Ministry LTC occupancy checklists - final submission required 3 months prior to occupancy;		3 months prior to	
Occupancy Checklist	Construction portion 85%, and Interior checklists 75% complete	Anita	occupancy	
Furniture Contract	PO ready to be issued with mid December delivery based on latest project schedule	Anita	Aug 12 - complete	
Art Fundraising		Anita	Sept	
Wood at mill for purpose	ideas have been noted and small WG; including Creative Industries, WKP Gallery to assemble Sept; Anita to set up	Anita	ongoing	
P1 Move				
HCR - Movers	To set up move date week of Jan 20 based on latest project schedule; meeting set up for early Sept	Anita	13-Sep	
Resident Communication	Will be communicating in the fall as we come closer to move in dates and patient placement	Billy/Angie/Jillian	Fall 2024	
п				
Cameras	approved and to review internal processes and access & initial training			
ID Access Card	To breakdown internal processes for profiles, roles, access; program the system and print the cards for implementation			
Phone System	to work with Cogeco for resident cable and phone packages			
Network Design	completed	Dave/Anita	ongoing	
Digital Menus/Boards	S/W to be finalized by CH management and TVs to be purchased for install	1		
Nurse Call	Continue to work with supplier with technology/existing phones; test criteria to be created then create staff groups and understand process of calls	-		
Bed Allocation - Indigenous and Speciality				
Bed Application - Licencing	Continue to have discussions with OH and Ministry on next steps	NFN/Angie	ongoing	
	Additional funding still under review with Angie and NFN Lead; Chief has reached out to Ministry once again	Anita/Angie/NFN	ongoing	
	flow of care -Review current NFN demand & cultural designation		TBD	
NFN Collaboration Document	Governance structure - board member and committee		TBD	
NFN Collaboration Document	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, remaining 8 have been finalized	Anita/Dave	22-Jul	
Art Work - RHA and P1	Artwork underway and will provide updates as artist submits	Anita/Dave	ongoing	
Support Services				
	Discussions of the process for building ready (kitchens, med rooms, medications, storage, linens, food, laundry flow,			
Building Ready	elevator usage and timing, housekeeping and cleaning)	Anita	ongoing	
	To create visual demo for clinical managment on 2nd floor; to do a walk through and finalize layout and storage needs			
Storage Area list	prior to ordering shelving. CH will be purchasing shelving for the larger storage rooms once decisions are made.	Dave/Anita	Aug / Sept	
Emergency Response				
	Final drawings in progress; need to plan quarterly check-ins with fire department; updated codes and policies in draft			
	form			
Fire plan	Drawings have been supplied to the fire department		ongoing & on track	
	training plan created - draft; will be creating demo anchor system in only building to assist in the timing needed for			
	training	Anita/Julie/Ron		
P2 Parking	Need to begin discussions and planning for start of P2 parking (winter 2026); options to be discussed with SLT	Dave/Anita	Winter 2026	
Staff Training Plan				
	Comprising of various methods: in-person, video, replicated in old building, in new building to ensure move readiness			
	Managers have met and compiled needs and timing required for the different elements of training and action plan is			
Detailed Breakdown	created; to be reviewed and train the trainers to be named	Anita	Fall 2024	

RFE	RFE	РС	CD	SI	RFI	со	Work Description	Reason	Status	Date Issued		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 Inrease Builders Risk Insurance to Include Soft Costs	Coordination Lender Requirement	Approved Approved	17-Feb-22 30-Mar-22	17-Mar-22 30-Mar-22	28-Mar-22 05-Apr-22	\$4,919.20 \$29,846.88	\$4,919.20 \$29,846.88	
4	3					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 exisiting 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 11	10 11	5				7	Elevator pit lightling revisions Transformer modifications	AHJ Cost Saving	Approved Approved	29-Mar-22 07-Apr-22	09-May-22 09-May-22	16-May-22 27-May-22	(\$1,361.00) (\$6,000.00)	(\$1,361.00) (\$6,000.00)	
11	12 R1	0				9	Millwork edging revisions & Drawer modifications (per email April 25, 2022)	Cost Saving	Approved	07-Apr-22	19-May-22	01-Jun-22	(\$11,906.00)	(\$11,906.00)	
13	13					5	CANCELLED: Drawer modifications (SEE RFE 12R1)	COSC SUVING	Cancelled	N/A	09-May-22	01 301 22	(911,500.00)	(911,500.00)	/
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 exisiitng foundations	Site Condition	Approved	21-Apr-22	20-May-22	27-Jun-22	\$70,326.38	\$70,326.38	6
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 21	20R1 21R1	8	 			13 16	Add card reader control for rear doors on elevators 1024 & 1025	Design Improvement	Approved	25-Apr-22 22-Jun-22	30-May-22 08-Jul-22	10-Jun-22 22-Jul-22	\$1,512.50	\$1,512.50	
21	21R1 22	23				10	Temporary Door Hardware supplied by Owner's Security Provider Investigate/repair storm line blockage near property line at Olive St.	Schedule Change Site Condition	Approved Cancelled	22-Jun-22 23-Jun-22	08-Jul-22 06-Jul-22	22-Jui-22	(\$6,650.00)	(\$6,650.00)	1
22	22 23R2	2.5		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	
23	23R2 24R4	22R1	<u> </u>	121/1		27	Provide temporary power feed to east parking lot lighting	Coordination	Approved	10-Aug-22 19-Aug-22	24-Oct-22	27-Oct-22	(\$8,416.88)	(\$8,416.88	
25	25R1	25R1	l —			18	Revision to waterline connections to exisiting 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		(1.0	(1.0	
33 34	33 34R4	21R3				24 29	Revised wood frame design for Jams	Cost Saving AH1	Approved	09-Sep-22	28-Sep-22 28-Oct-22	05-Oct-22	(\$12,750.00)	(\$12,750.00))
34	34R4 35R3	21R3 27R2				35	Provide new grounding loop for new building service Delete deck mounted soap dispensers	Owner Requested	Approved Approved	22-Aug-22 21-Nov-22	28-0ct-22 05-Dec-22	08-Nov-22 10-Jan-22	\$77,892.15 (\$4.081.00)	(\$4.081.00	
36	36R4	15R				117	Door hardware revisions to door 1147a	Coordination	Pending	12-Oct-22	18-Apr-24	29-Apr-24	\$10,606.20	\$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	Exisiting 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)
		30					After hours paving of East Parking Lot	Owner Requested	Cancelled	16-Sep-22					
39	39	31					Additional curb at edge of exisiting parking area	Owner Requested	Cancelled	16-Sep-22	28-Sep-22				
40	40R1	32R1				25	Revision to exisiting 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 53	43 53	35R 36R2				61 44	Revision to North Wing elevator brackets for rail attachments Revision to brace frame VB105	Coordination Coordination	Approved Approved	07-Oct-22 09-Nov-22	20-Jun-23 13-Dec-22	27-Jun-23 26-Jan-23	\$11,964.96 \$9,497.44	\$11,964.96 \$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	
43	43	38	<u> </u>			30	Structural beam revisions at Block B roof terraces balconies	Coordination	Approved	20-Oct-22	13-Dec-22	10-Jan-23	\$969.52	\$969.52	
40	40 49R2		1	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	1
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	I			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 54R1	54 54R1	42 42				46	Provide fixed mirrors in Staff washrooms	Coordination	Approved	10-Jan-23 10-Jan-23	03-Feb-23 03-Mar-23	28-Feb-23 21-Mar-23	\$7,507.50	\$7,507.50	
54R1 52	54R1 52	42	<u> </u>	39		48 39	Correct the cost of fixed mirrors from CO#46 Provide relav bases on smoke detectors related to door hold opens for SI#39	Coordination AH1	Approved Approved	10-Jan-23 08-Nov-22	03-Mar-23 13-Dec-22	21-Mar-23 10-Jan-23	(\$2,035.00) \$3,014.00	-\$2,035.00 \$3.014.00	
52	52	43	<u> </u>	22		22	Revise range hood colour	Owner Requested	Cancelled	18-lan-23	13-Det-22	10-Jd11-23	ə3,014.00	\$3,014.0U	
57	57	44	<u> </u>			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	1				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, electrical from PC47	Owner Requested	Approved	23-Mar-23	08-Sep-23	09-Sep-25	\$10,312.50	\$10,312.50	
72	72R3	47		_		73	Revise office door locations, typical millwork from PC47	Owner Requested	Approved	15-Aug-23	15-Aug-23	07-May-24	\$11,985.60)
59	59	48R	L			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	I		I	54	Typical Bedroom Mockup	Owner Requested	Approved	09-Mar-23	03-May-23	06-Jun-23	\$75,577.95	\$75,577.95	
\vdash		50 51	 			50	Revise rated floor assembly ULC Listed Design No.	Cost Saving	Cancelled	22-Mar-23 22-Mar-23	20-Apr-23	26-Apr-23	\$0.00	\$0.00	
65	65	51	 			50	Revision to select light fixtures to alternate product Delete select cubical curtains and provide track breaks in patient lift tracks	Design Improvement Coordination	Approved Approved	22-Iviar-23 29-Mar-23	20-Apr-23 12-May-23	26-Apr-23 01-Jun-23	(\$5,382.50)	(\$5,382.50	
75	75R1	52	 			69	Electrical revisions for elevator connections	Coordination	Approved	29-Iviar-23 30-Mar-23	29-Jun-23	01-Jun-23 03-Aug-23	\$18,212.70	\$18,212.70	
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	/ 5111	54	<u> </u>			05	Revisions to interior expansion joints types	Coordination	Cancelled	30-Mar-23	25 301-23	05 Aug-25	¥10,212.70	φ10,212.7C	
	68	55	1			56	Exisiting Water Room pull station	Coordination	Approved	05-Apr-23	17-May-23	23-May-23	\$1,142.90	\$1,142.90	
68												18-May-23			

	0202	570				70		Owners De sweete d	American	10 4 22	01 6 22	25 6 22	¢21 022 00	621 022 00	
82	82R2	57R			10	78	Revision to biometric readers	Owner Requested	Approved	18-Apr-23	01-Sep-23	25-Sep-23	-\$21,023.00	-\$21,023.00	
64	64				49	51	Tree Removal at End of Block B	Site Condition	Approved	03-Nov-22	20-Apr-23	26-Apr-23	\$2,117.50	\$2,117.50	
66	66R1	58				68	Clarification to area drains	Coordination	Approved	20-Apr-23	19-Jul-23	27-Jul-23	\$25,942.40	\$25,942.40	
77	77R1	59				85	Fiber optic connection to exisiting building	Coordination	Approved	02-May-23	25-Jul-23	12-Oct-23	\$10,118.90	\$10,118.90	
78	78	60				63	Additional pot light in Bedroom Type "D"	Coordination	Approved	02-May-23	26-Jun-23	04-Jul-23	\$2,865.50	\$2,865.50	
		61					Revision to clarify clay unit product	Discontinued Product	Pending	09-May-23					
71	71	62R				59R	Modifications to elevator framing for door supports and additional pit ladder	Coordination	Approved	23-May-23	05-Jun-23	27-Jun-23	\$66,131.08	\$66,131.08	2
		63					Patching of exisiting asphalt drive-ways	Owner Requested	Cancelled	23-May-23					
81	81	64				65	Flooring revisions	Coordination	Approved	25-May-23	07-Jul-23	20-Jul-23	\$7,090.72	\$7.090.72	
80	80R2	65				84	Owner requested revisions to Kitchen Equipment	Owner Requested	Approved	25-May-23	22-Sep-23	03-Oct-23	\$68,113.10	\$68,113.10	
73	73	66				62				29-May-23	22-3ep-23 20-Jun-23	27-Jun-23	(\$2,670.00)	(\$2.670.00)	
						115	Delete kitchen equipment soap and towel dispenser accessories	Owner Requested	Approved						
126	126R2	67R3					Tie-in to exisiting fire alarm and PA systems	Coordination	Approved	30-May-23	21-Mar-24	12-Apr-24	\$18,950.80	\$18,950.80	
87	87	68				70	Revision to louvres	Coordination	Approved	30-May-23	02-Aug-23	08-Aug-23	\$660.00	\$660.00	
68	68	69				58	Patient lift system power supply covers	Owner Requested	Approved	01-Jun-23	05-Jun-23	22-Jun-23	\$10,222.30	\$10,222.30	
83	83	70				67	Revision to stair guard assembly	Coordination	Approved	06-Jun-23	19-Jul-23	26-Jul-23	\$726.00	\$726.00	
84	84	71				66	Revision to Ceramic tile type CT2.1 in select rooms	Owner Requested	Approved	15-Jun-23	19-Jul-23	25-Jul-23	\$0.00	\$0.00	
74	74R1	72R				64	Temporary support angles for Block C strutural frame	Coordination	Approved	13-Jun-23	28-Jun-23	04-Jul-23	\$10,563.30	\$10,563.30	
69	69R1					71	Removal of exisiitng foundations at electrical duct bank trench	Site Condition	Approved	14-Jun-23	07-Jul-23	09-Aug-23	\$10,095.80	\$10,095.80	
		73	-				Revise solid surface finish colour on millwork M30 & M31	Owner Requested	Cancelled	12-Jul-23				,	
		74					Additional structural support at 5th floor trench drain	Coordination	Pending	12-Jul-23					
90	00					74					14 4 22	24 4.1- 22	Ć0 E 12 40	Ć0 E12 40	
	90	75R					Revised detail at expansion joint at gridline 23 between S & T/T.2.	Coordination	Approved	12-Jul-23	14-Aug-23	24-Aug-23	\$8,513.40	\$8,513.40	
92	92					75	Revised rebar stirrups at elevator conduit duct bank	Coordination	Approved	18-Jul-23	23-Aug-23	30-Aug-23	\$1,036.20	\$1,036.20	
93	93				148	76	Revision to window sill support material detail	Contractor Requested	Approved	23-Aug-23	29-Aug-23	05-Sep-23	\$3,312.89	\$3,312.89	
102		76				86	Coring of Foundation for temporary generator connection	Coordination	Approved	25-Jul-23	03-Oct-23	11-Oct-23	\$3,850.00	\$3,850.00	
101	101R3	76R2				91	Connection for Portable Genset and Load Bank Testing	Owner Requested	Approved	06-Feb-24	22-Feb-24	12-Mar-24	\$116,723.25	\$116,723.25	
94	94	77				77	Revision to jockey pump electrical feed	Coordination	Approved	26-Jul-23	01-Sep-23	12-Sep-23	\$5,904.80	\$5,904.80	
98	98	78				82	Revised wall depth in Laundry Rooms to accommodate 4" drain pipe	Coordination	Approved	27-Jul-23	19-Sep-23	03-Oct-23	\$246.50	\$246.50	
108	108	79	-			111	Delete fire damper at return air duct in penthouse level	Coordination	Approved	31-Jul-23	24-Oct-23	21-Mar-24	(\$497.00)	(\$497.00)	
97	97R1	80R					Revise wall thickness to accommodate pipe size	Coordination	Approved	03-Aug-23	19-Sep-23	03-Oct-23	\$3,090.10	\$3.090.10	
		81				83		Coordination						1-7	
96	96	81				03	Domestic booster pump power feed	Coordination	Approved	23-Aug-23 28-Aug-23	13-Sep-23	02-Oct-23	\$6,792.50	\$6,792.50	
105	105						Revision to Drew St. entrance samitary & storm pipes for interferences		Pending		40.0	24.0	Á5 005 00	ÁF 225	
105	105	83				88	Electric heaters for temproary heat in rooms at junction between Phase 1 and 2	Coordination	Approved	15-Sep-23	10-Sep-23	24-Oct-23	\$5,335.90	\$5,335.90	
		84					Investigation for tie-in to exisiting PA system	Coordination	Cancelled	15-Sep-23					
85	85			67		80	Ductwork revisions related to SI#67	Coordination	Approved	06-Jun-23	02-Aug-23	25-Sep-23	\$1,439.90	\$1,439.90	
103	103R1	85				89	Additional louvre colour	Coordination	Approved	02-Oct-23	30-Oct-23	10-Nov-23	\$3,300.00	\$3,300.00	
106	106	86				87	Chiller Support Frames	Coordination	Approved	02-Oct-23	17-Oct-23	18-Oct-23	\$42,145.73	\$42,145.73	
112	112R1	87				96	Revise light fixture type U & U1	Coordination	Approved	17-Oct-23	29-Nov-23	07-Jan-24	\$2,753.30	\$2,753.30	
114	114	88				94	Revise storm drain piping from the roof of Stair Shaft #5	Coordination	Approved	26-Oct-23	14-Nov-23	05-Dec-23	\$8,269,80	\$8,269,80	
120	120R4	89				114	Add digital meni board connections at each dining area	Owner Requested	Approved	31-Oct-23	01-Apr-24	12-Apr-24	\$15,745,40	\$15,745,40	
116	116	90				100	Additional roof anchors at chimney for Boiler #4	Coordination	Approved	01-Nov-23	20-Nov-23	10-Jan-24	\$35.019.60	\$35.019.60	
110	110	91				97	Revision to flooring materials in corridors and resdient vestibules	Owner Requested	Approved	08-Nov-23	22-Nov-23	07-Jan-23	\$0.00	\$0.00	
		92				37		Coordination	Pending	08-Nov-23	22-1100-23	07-Jan-23	30.00	Ş0.00	
122	12202					107	Provide a permanent load bank for generator testing				00 14-11 24	22 14-1 24	¢FF 072 CF	655 070 CF	
132	132R2	93					Revision for door controls	Coordination	Approved	10-Nov-23	08-May-24	23-May-24	\$55,073.65	\$55,073.65	
117	117	94				93	Ground connection from pole to transformer	Coordination	Approved	14-Nov-23	24-Nov-23	27-Nov-23	\$3,122.90	\$3,122.90	
104	104R2					90	Additional track components for lift track in room 5091 - Submittal 135	Coordination	Approved	30-May-23	31-Oct-23	10-Nov-23	\$2,448.60	\$2,448.60	
111	111R1		9	91R2		92	Revision to ductwork related to ERV#1 and SI#91R2	Coordination	Approved	15-Sep-23	16-Nov-23	20-Nov-23	\$4,701.40	\$4,701.40	
		95R					Typical resident wardrobe storage hinges	Owner Requested	Cancelled	20-Nov-23					
121	121R2	96R				102	Typical resident room and washroom millwork revisions	Owner Requested	Approved	22-Nov-23	09-Jan-24	15-Jan-24	\$28,778.20	\$28,778.20	
123	123R2	97R				101	Revision to resident room drapes	Owner Requested	Approved	22-Nov-23	08-Jan-24	10-Jan-24	\$4,059.00	\$4,059.00	
		98	-				Additional lightning protection	Coordination	Cancelled	27-Nov-23			, .,	, ,,	
125	125R2	99R				103	Toggle switch at flusher disinfector in soiled utility rooms	Coordination	Approved	29-Nov-23	11-Jan-24	15-Jan-24	\$1,651.10	\$1,651.10	
135	125R2 135R1	100	-			105		Coordination		29-Nov-23	11-Jan-24	27-Feb-24	\$19.183.78	\$19.183.78	
		100		00			Revise drainage for balcony/roof areas		Approved						
110	110R1	10:		80		95	Costs associated with piping clarification in SI#80	Coordination	Approved	15-Aug-23	30-Nov-23	14-Dec-23	\$22,236.50	\$22,236.50	
L		101					Delete telephone cables between communications cabinets	Owner Requested	Cancelled	19-Dec-23				1.	
						53	Phase 2 Piling	Site Condition	Approved	08-Jan-24	08-Jan-24	10-Jan-24	\$0.00	\$0.00	
129	129R1	102					Revision to Clean Utility Millwork M13	Owner Requested	Approved	22-Dec-23	24-Jan-24	30-Jan-24	(\$29,960.00)	(\$29,960.00)	
134	134R2	103				112	Delete resident room lower entertainment boxes	Owner Requested	Approved	02-Jan-24	15-Mar-24	03-Apr-24	(\$112,848.00)	(\$112,848.00)	
133	133	104				106	Revisions to Phase 2 Structrual Steel	Coordination	Approved	04-Jan-24	02-Feb-24	27-Feb-24	\$13,369.24	\$13,369.24	
136	136	105				118	Wanderguard elevator control tie-in	Coordination	Pending	08-Jan-24	17-Apr-24	29-Apr-24	\$32,157.40	\$32,157.40	
			-			98	Asphalt deficiency warranty extension	Deficiency Reconciliation	Approved	06-Dec-23	14-Dec-23	11-Jan-24	(\$7,500.00)	(\$7,500.00)	
127	127	+				99	CSA IPAC training course	Contractor Requested	Approved	10-Nov-23	02-lan-24	11-Jan-24	(\$550.00)	(\$550.00)	
139	139R	106				109	Revision to Block D tub rooms	Coordination	Approved	24-Jan-24	26-Feb-24	07-Mar-24	\$7,681.30	\$7,681.30	
	148R1														
148		107				122	Support posts for med sled system in stairwells	Owner Requested	Approved	31-Jan-24	01-May-24	07-May-24	\$53,607.07	\$53,607.07	
141	141	108				108	Revise outlet locations in Type C Bedrooms	Owner Requested	Approved	08-Feb-24	23-Feb-24	07-Mar-24	\$1,907.40	\$1,907.40	
140	140					107	Delete siding band detail at Penthouse	Cost Saving	Approved	21-Feb-24	21-Feb-24	27-Feb-24	(\$10,600.00)	(\$10,600.00)	
137	137					110	Slab edge firestop detail revision	Coordination	Approved	09-Feb-24	04-Mar-24	07-Mar-24	\$39,165.00	\$39,165.00	
145	145					113	Extent of slad edge at curtain wall block C - Phase 1	Coordination	Approved	22-Mar-24	22-Mar-24	04-Apr-24	\$3,637.92	\$3,637.92	
		109R					Clarification to temporary soffit and heating details	Cancelled	Pennding	07-Mar-24					
146	146	110				116	Add door 5136 and associated hardware	Coordination	Approved	04-Mar-24	05-Apr-24	26-Apr-24	\$11,698.50	\$11,698.50	
147	147R1	111R					Revisions to communication cabinets racks and distribution	Coordination	Approved	14-Mar-24	02-Jul-24	29-Jul-24	\$22,195.00	\$22,195.00	i
150	150	112	-			123	Radiant heater piping enclosures	Coordination	Approved	14-Mar-24	22-Apr-24	22-May-24	\$9,624.86	\$9,624.86	
150	151	112				119	Revisions to Resident Washrooms to Accommodate Plumbing Drain	Coordination	Approved	22-Apr-24	22-Apr-24	22-101ay-24 29-Apr-24	\$5,564.06	\$5,564.06	
151	151 152R1	115				119	Revisions to water room door hardware	Coordination	Approved	22-Apr-24 20-Mar-24	07-May-24	23-May-24	\$8,929.80	\$8,929.80	
		114													
146	146	110-				116	Add door 5136 and associated hardware	Coordination	Approved	04-Mar-24	17-Apr-24	26-Apr-24	\$11,698.50	\$11,698.50	
156	156	116R				121	Revision to handrails and base bumpers	Coordination	Approved	02-May-24	01-May-24	07-May-24	\$14,213.38	\$14,213.38	
153	153					129	Revision to cabinet locks	Owner Requested	Approved	24-Apr-24	24-Apr-24	24-May-24	\$1,540.57	\$1,540.57	

154	154				193		Delete Sprinkler Control Valve	Cost Saving	Approved	01-May-24	24-Apr-24	07-May-24	(\$500.00)	(\$500.00)	
158	158	117				124	Add temporary heat trace system to pipes at underside of servery 2078 & 2086	Coordination	Approved	08-Apr-24	08-May-24	15-May-24	\$21,541.30	\$21,541.30	
157	157	118				128	Phase 1 - Roof level sun control outrigger support	Coordination	Approved	11-Apr-24	06-May-24	24-May-24	\$29,342.14	\$29,342.14	
160	160	119R				132	Kill switch for Ground Floor Servery 1067	Coordination	Approved	13-May-24	30-May-24	06-Jun-24	\$2,971.10	\$2,971.10	
159	159					125	Revise millwork pulls	Cost Saving	Approved	10-May-24	10-May-24	23-May-24	(\$4,132.80)	(\$4,132.80)	
163	163	120				133	Additional exit signs at double egress doors	Coordination	Approved	29-May-24	11-Jun-24	23-Jul-24	\$22,341.00	\$22,341.00	
162	162	121R				134	Add end enclosures to sneeze guards	AHJ	Approved	03-Jun-24	12-Jun-24	23-Jul-24	\$10,373.00	\$10,373.00	
		122					Brick support at level 2 balcony/roof	Coordination	Pending						
						130	Delay Claim Settlement	Delay Claim	Approved	04-Jun-24	04-Jun-24	06-Jun-24	\$317,200.00	\$317,200.00	
148	149					131	Additional cubicle curtains Phase 2	Coordination	Approved	17-Apr-24	17-Apr-24	29-May-24	\$10,670.00	\$10,670.00	
		123					Replace damaged trees by winter salt at highway	Site Condition	Cancelled	08-Jul-24	19-Jul-24		\$34,672.55		
		124					Circuiting and clarifications for pumps P6, P7, P20 & P21	Coordination	Pending	18-Jul-24					
167	167					136	Revision to hardware on doors 1018a, 1030b, 1165	Coordination	Approved	22-Jul-24	22-Jul-24	29-Jul-24	\$1,056.00	\$1,056.00	
		Total - As of Issue Date				Total - As of Issue Date						\$2,250,394.58	\$2,215,722.03		

	Board Approved Budget	Total Spent to date	Budget Remaining	% Spent
A-Land	0	0	0	0%
B-Hard Costs	101,587,646	37,876,966	63,710,680	37%
C- Architects and Engineers	5,293,090	4,444,259	848,832	84%
D- Other Design Consultants Costs	786,929	547,952	238,977	70%
E-Fees & Permits	31,235	31,235	0	100%
F - Project Management & Other Prof. Services	1,798,833	1,453,813	345,020	81%
G-Financing & Construction Interest	2,850,041	2,539,558	310,483	89%
H- Taxes	1,914,397	1,430,251	484,146	75%
I - Contingency	4,721,632	1,293,335	3,428,297	27%
J-FF&E	2,965,586	516,204	2,449,382	17%
Grand Total	121,949,389	50,133,572	71,815,817	41%

YTD Project Budget to Actual

Cassellholme Redevelopment

Commencement to date:

July 31, 2024

Jun 2024 Jul 2024

		Board Approved	Spent Commencement				
Budget Item	Description	Budget	to Previous Month	Current Month	Total Spent to Date	Budget Remaining	% of Budget Spent
A1	Land	-	-		-	- 🤇	0.0%
A2	Land Legal Fees and others	-	-		-	- 🤇	0.0%
A3	Property Taxes	-	-		-	- 🥑	0.0%
B1.1	Construction Cost - Phase 1	52,954,402	38,181,132	1,557,773	39,738,905	13,215,498 🍕	75.0%
B1.2	Construction Cost - Phase 2 & 3	48,626,198	3,946,658	13,300	3,959,958	44,666,240 <	8.1%
B1.3	Budget Increases - Change Orders	2,259,904	1,123,814	169,522	1,293,335	966,569 <	57.2%
B1.4	Holdback Retained	-	- 5,622,708 -	226,277 -	5,848,986	5,848,986 🗸	0.0%
B1.4a	Holdback Released	-	20,043		20,043 -	20,043 🤇	0.0%
B1.5	Owner Hard Costs	7,046	7,046		7,046	- 🌔	100.0%
B2	Demolition	-	-		-	- 🗸	0.0%
B3	Construction Contingency	4,000,832	-		-	4,000,832 🧹	0.0%
B3	Contingency Reductions- Change Orders -	2,259,904	-			2,259,904 🗸	0.0%
C1	Architect	3,305,965	2,704,065	20,664	2,724,729	581,236	82.4%
C2	Structural Engineer	417,800	312,157	31,693	343,850	73,950	82.3%
C3	Mechanical Electrical Engineer	1,359,186	1,179,024	24,515	1,203,539	155,647	88.5%
C4	Civil Engineer	154,927	128,011	92	128,103	26,824 (82.7%
C5	Landscape Architect	55,213	44,038		44,038	11,175 (79.8%
D1	Geotechnical / Environmental	29,751	29,751		29,751	0	
D2	Land Surveyor		-			- 🖉	
D3	Energy Modelling Consultant	87,145	87,145		87,145	- 0	100.0%
D4	Commissioning Consultant	78,066	48,886	440	49,326	28,740 🗸	
D5	AV and Acoustics Consultant	62,529	50,179		50,179	12,350	80.2%
D6	Food Services Consultant	22,263	19,763	1.000	20,763	1,500	93.3%
D7	Elevator Consultant	9,713	6,213	1,000	6,213	3,500	
D8	Cost Consultant	89,770	89,770		89,770	- (
D9	Hardware Consultant	4,000	4,000		4,000	- (
D11	Life Safety and Fire Consultant	3,038	3,038		3,038	- (
D10	Misc. Consultants	400,655	206,202	1,566	207,768	192,887 🗸	100.070
E1	Development Charges		-	1,500	-	- 0	
E2	Building Permit	-			-	- 0	
E3	Miscellaneous Permits	31,235	31,235		31,235	0 🤇	
F1	Insurance - Liability & Builder's Risk	51,255	-		-	- 🗸	
F2	Pre-Opening Expenses	-				- (
F3	Project Management Fee	858,833	543,432	18,278	561,710	297,123	
F4	Administrative Costs	-	-	10,270	-	- 0	
F5	Accounting Services	300,000	273,597		273,597	26,403 (
F6	Marketing Fees	70,000	62,463		62,463	7,537	89.2%
F7	Disbursements	60,000	54,292		54,292	5,708	90.5%
F8	Legal Fees	510,000	496,902	4,849	501,751	8,249	98.4%
G1	Construction Loan Interest	2,680,041	2,268,084	190,510	2,458,594	221,447	91.7%
G2	Commitment Fee	2,080,041	2,200,004	190,510	2,456,594	- 🔍	
		-				- 0	
G3 G4	Broker's Fees	-			-	- 0	
G5	Financing Legal Fees	170,000	- 78,464	2,500	- 80,964	89,036	
	Project Monitor	170,000		2,500			
G6	Appraisal	-	-		-		
G7	Draw Fees			205 424			
H1	HST on Monthly Costs	15,088,933	5,587,566	265,424	5,852,990	9,235,943	
H2	HST Input Tax Credit -	15,088,933	- 5,065,964	-	5,065,964 -	10,022,969	
НЗ	HST Self-Assessment	1,914,397	643,226		643,226	1,271,171	
11	Soft Costs Contingency	720,800	-		-	720,800	
J1	FF&E	2,965,586	24,978	491,225	516,204	2,449,382 🗸	
Total		121,949,389	47,566,498	2,567,074.39	50,133,572	71,815,817	41.1%

Cassellholme

CASSELLHOLME

Compassionate care for life's journey.

OPERATIONS UPDATE

Board of Management Meeting August 22, 2024

STAFFING - Tiffany Chapman, HR Coordinator

- 28 PSW Students completed preceptorship in August (actively on-boarding some of these students)
- PSW Vacancies 2 full-time temp, 5 part-time temp, and 2 part-time perm. (all lines posted)
- Actively hiring additional PSWs to prepare for staff that are going to school in September (as per vacancies above)
- Summer Student PSW staffing numbers starting to drop as they prepare to go back to school
- New Temp. RPN 12 hour lines (4FT & 1PT) starting September 16 the 4 FT lines are filled. PT line still vacant
- RPN Vacancies 3 full-time temp & 5 part-time permanent
- No RN Vacancies No agency staff
- * 2 groups of Canadore RPN students starting clinical placement mid September
- CTS PSW Students starting clinical placement end of September

* INFECTION, PREVENTION & CONTROL (IPAC) - Ellen Whittaker, Infection Prevention & Control Manager

Hand Hygiene Observations:

There were 197 hand hygiene observations done in the month of July and 65 observations done during the respiratory outbreak, July 26th to August 8th 2024.

Outbreaks:

There was 1 outbreak during the month of July. It was a respiratory outbreak with a causative agent of Rhinovirus. The first cases were on 2^{nd} floor, causing the outbreak to be declared. It later spread to 1^{st} floor, no cases developed on 3^{rd} floor. In total there were 11 resident cases and 15 staff reported respiratory symptoms.

On August 1st 2024 the Health Unit came into the Home to do an IPAC inspection to determine if there were any areas contributing the transmission of the outbreak virus. This inspection went very well and only a few areas for improvement were identified:

- Visitors were not consistently wearing masks
- Staff were observed touching the mask on their face without performing hand hygiene
- Surface cleaning was being done without the necessary contact time
- Wall-mount AC unit was dripping water

Education

The IPAC Frontline training is ongoing and due to recent PSW staff line changes, it has been focused on correct tub cleaning.

IPAC Construction Audits

Audits continue to be done, at least weekly, with a focus on the debris control and removal, dust control and cleaning at the site, as required in CSA Z317.13-17.

Due to the recent progression with drywall, the focus has been auditing of cleaning of tracks, ensuring insulation remains clean before the walls are closed and ensuring the air handlers are functioning.

CASSELLHOLME

OPERATIONS UPDATE

Compassionate care for life's journey.

ADMISSIONS/DISCHARGES & EDUCATION UPDATE - Jillian Marchand, Resident & Family Navigator Admissions 2024 - January 1 to August 20

- Admissions 55
- Respite Short Stays -16
- Internal Transfers to date 71

Internal transfers are when a permanent resident would like to change rooms. They are able to make requests such as roommate, room size and private accommodations. There are also instances where residents are moved to accommodate their care needs.

✤ LAUNDRY - Trina Milne, Manager Support Services

- Personal laundry and linen run 7 days a week with linen running an extra 16 hours on Wednesday nights.
- Personal laundry approximately 495 pounds a day
- Linen- approximately 1120 pounds a day

Laundry Quality Improvement 2024

Training with staff on the following:

- * Show pictures and expectations of how carts should look
- Discuss importance of staff taking the time to read names on items. At the beginning of the year we numbered all of the square clothing boxes as well as where all of the hang-ups go to minimize errors. This is helping.
- Items need to be placed in the proper areas in dressers
- Distribute laundry routines to staff

✤ ACTIVITIES - Mandy Gilchrist, Manager of Activities & 400 Club

Busy summer for our Activity department hosting many different events.

- Two group programs and two 1:1 program each day
- Evening programming Tues / Wed / Thurs
- Set a goal to have minimum of 3 contacts per week per resident

Summer Programming

- Tuesdays BBQ changing the menu each month (hamburger/hotdogs, chicken on bun, sausage on a bun)
- Wednesdays Garden Party live entertainment in the Oval Garden
- Thursdays Trishaw Bike our residents / families / friends are loving this amazing opportunity

We have also been lucky to get out into the community to attend a variety of events

- NNPC Butterfly release
- Summer Concert Series at the Waterfront



OPERATIONS UPDATE

Compassionate care for life's journey.

Our OBIE has arrived and being set up. It is on a mobile cart so can be moved around the home

 Obie is a highly advanced interactive gaming console that projects custom-made games onto any surfaces - tabletops, floors, and walls

SPIRITUAL & WELLNESS - Tracy Davis, Coordinator

Palliation Update

- * A new Palliation Policy is currently being reviewed by Dr Gauthier before it is implemented
- * All checklists for staff around palliation have been updated
- We have completed the wording for the staff stat that goes out when someone dies so that we have consistent wording and a template
- A survey was created for all registered staff around what they feel they need to learn around palliation and end of life care and how they would best like to learn and receive information. Surveys went out August 19, 2024.
- Two slide shows are ready to be uploaded to safety 24/7 for yearly training for our staffing groups
- We continue to offer the palliation in-service to all new staff at general orientation
- We will be showing The Last Ecstatic Days a film on end of life for staff and families on August 29, 2024
- We are still working on updating the Saying Goodbye to Cassellholme booklet.

Diversity Equity and Inclusion

- I have created a survey for our staff that we haven't sent out. It is a few questions to see what there experience and understanding of this important topic is.
- I have also created a complete Diversity, Equity and Inclusion training plan for all of our staff that we hope to start in the Fall.