

DIGBY TOWN AND MUNICIPAL HOUSING CORPORATION
BOARD OF DIRECTORS
Wednesday May 25, 2016
@ 3:30 pm – Conference Room at Tideview Terrace
74 Pleasant Street

A regular meeting of the Board of Directors of the Digby Town and Municipal Housing Corporation was held on Wednesday, May 25, 2016 – 3:30 pm at Tideview Terrace (74 Pleasant Street) Conference room.

MEMBERS PRESENT: Danny Harvieux – Chair
George Manzer- Vice Chair
Arnold Trask
Donald Robertson
Mason VanTassell

ALSO PRESENT: Debra Boudreau- Administrator
Kara Gilliatt- Finance Manager
Geoff McCarney- Neighbourhood Manager
Jessica Pulley- Dietitian

REGRETS: Alnoor Kassam
Mariah Nelson- Neighbourhood Manager
Meredith Alexander - Assistant Director of Care
Darlene Cook- Director of Care

Geoff and Jessica presented a presentation they gave at the Eden Conference in Arkansas. They received good reviews at the conference and 28 people attended.

Geoff and Jessica left the meeting.

1.0 CALL TO ORDER

Danny Harvieux, called the meeting to order at 4:15 pm.

2.0 AGENDA

Moved that the agenda be accepted with the following addition:

7.1 OHS Issue – Mould in main office

Motion Carried

3.0 MINUTES

**Moved that the minutes of May 4, 2016 be accepted.
Motion Carried**

4.0 BUSINESS ARISING FROM MINUTES

4.1 Terms of Board members / Fall Municipal Election

Debra contacted the Municipality of Digby and asked if the terms could be staggered. Request went to council and Debra received a letter stating that Mason was returning for a one year term.

Debra contacted the Town of Digby requesting the terms to be staggered but hasn't received a reply. The TOD terms are not up until July.

Due to the fall municipal election, and the possibility the board members will change, it was agreed that the board members will continue in the current roles until after the election.

5.0 FINANCIAL REPORT

5.1 Monthly Remittances

Monthly remittances were made available. Board reviewed and initialed.

5.2 Report from finance committee

Kara gave a brief summary of the draft March 31, 2016 financial statements.

Motion to approve the report from the finance committee.

Motion Carried.

6.0 ADMINISTRATOR'S REPORT

Eden International Conference presentation by TVT

Presentation by Geoff and Jessica prior to board meeting

LTC waitlist update

In April there was a media release regarding LTC waitlist. March 2015 there were 3,869 people on the waitlist. April 1, 2015 there was a change to the admissions policy for LTC facilities. March 2016 there were 2,446 people on the waitlist, a 37% reduction.

DHW would say the policy change was successful, as the list is more accurate for the number of people who actually need a bed.

An individual on the waiting list may not, as the wait time for someone at home in June 2014 was 333 days and June 2015 was 302 days. Still a long wait. Those in the hospital waited on average 198 days in June 2014 vs 125 in June 2015.

7.0 NEW BUSINESS

7.1 OHS Issue – Mould in main office

Mould was found in an office and behind the file cabinets in the hall that share a wall with the back of a freezer. The kitchen office that shares a wall with a freezer does not have mould. Pinchin LeBlanc Environmental tested the area and the level of mould is less than the level of mould outside. The report also gave recommendations on how to clean up the mould. TVT can either hire an outside abatement company to remove the mould or TVT could hold a training session by Pinchin LeBlanc to train our staff to do the abatement. The training could be open to other facilities/organizations in the area. TVT must follow certain infection control policies because we are a LTC facility. Waiting for a quote from Pinchin LeBlanc on the cost of training.

8.0 CORRESPONDENCE - none

9.0 IN CAMERA SESSION – none

Danny commented that he enjoyed the presentation and that it was great to see that Geoff and Jessica believe in what they are doing. Debra mentioned the presenters are working on something for the staff to show what they learned while at the conference.

10.0 NEXT MEETING – June 29th, 2016 at 3:30pm. This will be our AGM.

11.0 ADJOURNMENT

Moved that the meeting be adjourned at 4:40 pm.

Motion Carried

CHAIR

SECRETARY