



MINUTES of the REGULAR MEETING of the BOARD
THURSDAY, May 21, 2015 at 1:00 p.m.
RRDSSAB Office, Fort Frances, ON
MEETING #07/15

PRESENT: Harold Mosley, Town of Atikokan
Ken Perry, Town of Fort Frances (Vice-Chair)
Ken McKinnon, Township of LaVallee
Debbie Ewald, Town of Rainy River
Ross Donaldson, Rainy River West
Bill Langner, Township of Dawson
Anthony Leek, Township of Emo
Mike Ford, Township of Alberton (Chair)
Valerie Pizey, Township of Lake of the Woods
George Heyens, Township of Morley
Don Canfield, Rainy River Central
James Gibson, Township of Chapple
Robert Burns, Rainy River East

REGRETS: None

STAFF: Dan McCormick, Secretary/Treasurer
Joanne Spence, Recorder
Leanne Eluik, Finance
Dave Black, Community Paramedicine Coordinator
Tanis Fretter, Integrated Services Manager
Sandra Weir, Integrated Services Manager

1. Call to Order

Mike Ford, Chair, called the meeting to order at 1:00 p.m.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None

3. Approval of Agenda

The following Agenda Item was added under New Business:

- 8.4 - Best Start Hubs

Resolution #37/15 MOVED BY V. Pizey and SECONDED BY K. Perry:

RESOLVED THAT the Rainy River District Social Services Administration Board approve the agenda of May 21, 2015, as amended.

Carried.

4. **Presentations/Delegations**

Community Paramedicine:

Dave Black, Community Paramedicine Coordinator advised that we are mid-point through the Program. We continue to identify gaps which assist in providing direction for further program development. We are utilizing on-duty Primary Care Paramedics and making an efficient use to any downtime they may have between calls. Benefits of this program should reduce emergency room (ER) visits for those who frequently visit ER, reducing wait times for true emergencies. It was noted that the Program is designed to be self-sustainable and should realize considerable savings in provincial dollars and to our municipalities.

Our Community Referral Emergency Medical Services (CREMS) allows Primary Care Paramedics (PCP) to refer clients to community agencies for assistance, with their consent, to get them the help they need. All PCPs are trained to make assessments and we have fulfilled 36 referrals in the last 6 weeks. We have also commenced home visits as *maintenance of health* for individuals requiring care. "My Vital Cards" fridge magnets are available for individuals to document important health issue or medication information so PCPs have access to the information when they enter the premise.

We have set up *Wellness Clinics* at community events where we assess people and possibly identify and/or alert them of any medical issues they may have. A *Seniors Day* in Emo is being held to conduct Wellness Checks once a month, which has seen a rise in the numbers attending. As *falls* are a main cause of immobility, we are providing prevention techniques and assessment training as well. *Discharge Care* is currently being disseminated, with *Referral Forms* available electronically on our website www.rrdssab.ca.

A database has been developed to track program utilization and individual use for the Rainy River District. As well, a *Satisfaction Survey* has been disseminated and we are starting to receive feedback.

The development of the Programs will conclude in November, 2015 and will be self-sustaining after that point, as it is designed to run on its own without further funding.

2014 Audited Financial Statements:

The Finance and Audit Committee met with BDO Canada LLP and several questions were answered, as required. Discussion was held regarding reserve

funds and that if our Board has made the restriction then we can change the purpose of the reserve funds. If the Ministry made the restriction, we cannot change the purpose or spend it on anything other than what they say we can. The Finance and Audit Committee will be recommending that we pass the 2014 Audited Financial Statements.

5. In-Camera

Resolution #38/15 MOVED BY R. Donaldson and SECONDED BY D. Canfield

RESOLVED THAT the Rainy River District Social Services Administration Board now meet in-camera in order to address a matter pertaining to:

- * Labour Relations or Employee Negotiations.

Carried.

The Chair reconvened the meeting to its regular session.

In-Camera Report

The labour relations items included land ambulance services.

6. Approval of Minutes

The minutes from the Regular Board Meeting held April 30, 2015 were reviewed.

Resolution #39/15 MOVED BY D. Canfield and SECONDED BY R. Donaldson

RESOLVED THAT the Minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board, held April 30, 2015 be approved.

Carried.

7. Business Arising from the Minutes

7.1 Committee: Terms of Reference

Discussion was held regarding the proposed Terms of Reference for the various Committees. The CAO clarified that Committee recommendations will be reported at Board meetings either in-camera or in open session. We will try this and if it is not working, we can make changes as we move forward.

Resolution #40/15 MOVED BY D. Canfield and SECONDED BY D. Ewald

RESOLVED THAT the Rainy River District Social Services Administration Board approve the *Terms of Reference* for the Asset Management Committee, as presented.

Carried.

Resolution #41/15 MOVED BY D. Canfield and SECONDED BY R. Donaldson

RESOLVED THAT the Rainy River District Social Services Administration Board approve the *Terms of Reference* for the Integrated Human Services Committee, as presented.

Carried.

Resolution #42/15 MOVED BY B. Langner and SECONDED BY R. Burns

RESOLVED THAT the Rainy River District Social Services Administration Board approve the *Terms of Reference* for the Policy and Governance Committee, as presented.

Carried.

Resolution #43/15 MOVED BY R. Donaldson and SECONDED BY K. McKinnon

RESOLVED THAT the Rainy River District Social Services Administration Board approve the *Terms of Reference* for the Emergency Medical Services (EMS) Committee, as presented.

Carried.

Resolution #39/15 MOVED BY D. Canfield and SECONDED BY R. Donaldson

RESOLVED THAT the Minutes of the Regular Board Meeting of the Rainy River District Social Services Administration Board, held April 30, 2015 be approved.

Carried.

7.1 Children's Services Funding

The Ministry of Education has advised that in 2015, we are receiving an 18.5% decrease in budget funding from our 2014 levels due to a change in their funding formula. Integrated Services Manager, Tanis Fretter stated we are in the process of determining the full impact of this decrease and conducting an analysis as to whether we may be facing future funding decreases as a result of the funding formula changes. The Ministry has revised their formula and

calculate it differently now and as a result we have fallen lower than our 2013 levels. We have requested mitigation funding, however, we have been advised that we do not qualify as mitigation funding is based on 2012 funding levels. She continues to conduct an analysis on the situation and keep the Board apprised of the significant developments. It was noted that this is 100% Provincial funding. We had not rolled out all the funding to the Service Providers so their budgets are being amended to accommodate this decrease in funding in a revised 2015 budget.

8. New Business

8.1 Finance and Audit Committee Recommendations

The Finance and Audit Committee recommended approval of the 2014 Audited Financial Statements from BDO Canada LLP.

8.2 2014 Audited Financial Statements

Resolution #44/15 MOVED BY V. Pizey and SECONDED BY K. Perry:

RESOLVED THAT the Rainy River District Social Services Administration Board receive and approve the 2014 Audited Financial Statements from BDO Canada LLP.

Carried.

8.3 Annual General Meeting

The Annual General Meeting will be held tonight, May 21, 2015, at 6:00 p.m. at the Copper River Inn.

8.4 Best Start Hubs

It was questioned whether or not we should be continuing to fund the Best Start Hubs with municipal dollars. The Director of Finance & Asset Management will review our specific funding obligations and report at the next Board meeting.

9. Reports

9.1 CAO

The Board received a Human Resources Report as part of this evening's agenda. The Board received the Chief Administrative Officer report verbally as part of this evening's agenda.

The CAO stated that Mark Perrault, CAO of the Kenora Health Unit would like to

meet with our Board and discuss common organizational issues.

A new Director, Tarmo Uukkivi, has been appointed for the Ministry of Health & Long-Term Care (MoHLTC), Emergency Health Services Branch (EHSB).

Janet Hope, Ministry of Municipal Affairs & Housing (MMAH) will be conducting public consultations regarding the various housing pools and possibly streamlining the funding. We look forward to providing valuable input into the process in the hopes of future changes in legislature.

9.2 Finance

The Board received the Financial Statements as part of this evening's agenda. The Director of Finance and Asset Management noted we have \$58,000 in surplus. If we want to maintain this budget in future, we will have to pull from reserves.

9.3 Board Chair

The Chair reported that he will be providing a Chair Report at the Annual General Meeting tonight.

9.4 Committee Reports

Finance and Audit Committee: No Report
Health & Safety: No Report

10. Other Business

None

11. Information Items Attached

The Board received an information package as part of this evening's agenda.

12. Information Items Available Upon Request

The Board is in favor of the method they are receiving *Information Items* now.

13. Next Meeting

The next regular Board meeting will be held June 18, 2015 at 6:30 p.m. at the Rainy River District Social Services Administration Board Office, 450 Scott Street, Fort Frances.


14. Adjournment

Resolution #45/15 MOVED BY R. Burns and SECONDED BY B. Langer:

RESOLVED THAT the Rainy River District Social Services Administration Board meeting be adjourned.

Carried.

The meeting was adjourned at 2:40 p.m.



CHAIR



SECRETARY-TREASURER (CAO)

June 18, 2015
DATE APPROVED