



The United Counties of Prescott and Russell

Report

Prescott and Russell Residence Management Committee

**Wednesday, September 25, 2024, 8:00 a.m.
Counties' Administration Building, L'Orignal**

Members Present: Robert Kirby, Committee Vice-Chair
Yves Laviolette
Robert Lefebvre, Committee Chair
Normand Riopel

Staff Present: Olivier Berthiaume
Dominique Daoust
Éric Larocque
Stéphane P. Parisien
Mary Ann C. Tisdall

Staff Absent: Mélanie Gratton

1. Opening of the Meeting

The Committee Chair, Robert Lefebvre, called the meeting to order.

2. Mission, Vision, Values, and Land Acknowledgement

3. Disclosure of Pecuniary Interest

N/A

4. Adoption of Agenda

Moved by Normand Riopel
Seconded by Yves Laviolette

Be it resolved that the Agenda be adopted as presented.

Carried

5. Safety and Quality Improvement

5.1 Resident's Safety Quarterly Report for the months of May, June, July, and August 2024

5.1.1 Nutritional Indicators

The data for May, June, July, and August 2024 were presented. The cumulative cost is higher due to the residents' supplements.

5.1.2 Performance Indicators: Unfulfilled Nursing Shifts

Tables of missing shifts for Personal Support Workers (PSWs), Registered Nurses (RNs), and Registered Practical Nurses (RPNs) for May, June, July, and August 2024, including amounts related to missing shifts, were presented to Committee Members. It was noted that there is a \$3 bonus included in the PSW hourly rate as well as an hourly rate change for PSW and RPN.

There are fewer unfilled PSW hours since the Residence officially hired some of the PSW students from the previous class.

6. Critical Incidents reported to the MOHLTC

6.1 Inspection 2024-1577-0001 (April 3rd)

Mr. Larocque clarified that the inspection was related to a Ministry visit following an incident dating back to September 2023 (lack of staff and direct supervision). Once the 2025 Budget is approved, there will be more leadership roles created to help solve this problem.

6.2 Inspection 2024-1577-0003 (July 4th)

Mr. Larocque explained that the reasons for this inspection were the same as the April inspection.

7. Correspondence (n/a)

8. Other Topics

8.1 2024 Operational Plan

Mr. Larocque provided an update:

- The occupancy plan has been submitted to the Ministry and their approval is pending.
- The equipment has been delivered to the new Residence and installation is going well.
- The evacuation plan for the new Residence has been approved.

- The new PSW cohort started last week (27 students from September 2024 to April 2025).
- The new welcome and moving guides have been distributed to family members. Feedback has been positive.
- Communication activities continue with the family and resident Committees. Many questions related to the move are explained.
- Face-to-face training at the new Residence will begin soon (this is included in the occupancy plan).
- The recognition evening will take place in October, and several employees of the Residence will be recognized.
- The management structure has been analysed due to the move and the increase in residents and employees; therefore, more management and staff members will be needed.
- The digital health software needs to be modified to allow integrations that will help with the operations at the new Residence.

Question from Mr. Kirby: Will board members visit the new Residence before the move? Mr. Larocque said a tour can be arranged.

Question from Mr. Riopel: How many people are on the waiting list? Mr. Larocque said there are currently 190 people on the waiting list.

Question from Mr. Kirby: What is the plan with the old Residence? Mr. Larocque explained that several citizens have proposed ideas and these will be discussed with the Council Members at a later date.

Question from Mr. Riopel: Would it be possible to have more information and statistics at future meetings? Mr. Larocque explained that he had reduced the number of documents included with the Committee to simplify matters, but relevant statistics could be included at future meetings (e.g., deaths, outbreaks).

- Mr. Larocque explained that there have been a few outbreaks since the last meeting (respiratory outbreaks), but the statistics are within the provincial average. These often reoccur in the same months of the year.
- The Prescott-Russell Foundation has donated \$250,000 for lift motors and is working on an amount for next year.

- A vaccination campaign will be held this fall at the Residence (COVID and flu).

9. Closed Session (n/a)

10. Next Meeting

The next Prescott and Russell Residence Management Committee meeting will be in 2025 (dates to be determined).

11. Adjournment

Moved by Yves Laviolette
Seconded by Robert Kirby

Be it resolved that this Prescott and Russell Residence Management Committee Meeting be adjourned at 8:34 a.m.

Carried

Robert Lefebvre, Committee Chair

Normand Riopel, Warden

Stéphane P. Parisien, Deputy Clerk