



LASQUETI LAST RESORT SOCIETY
Minutes of the Extraordinary Meeting
Held at the Health Centre
October 17, 2020

1. Call to Order

Chairperson Victor Downard called the meeting to order at 1:00 PM.

2. Present

The following Board members were present: Frank Buffam, Marilyn Darwin, Tom Carter, Sandy Morrison, Vic Downard

Recorder: Robin Jacobs

Members of the public: Wendy Bartholomew, Pia Lironi, Andrew Van der Meer, Brian Pitt, Mick Hagedorn, Mary Jean Hagedorn, Kath Downard, Eugenie Pelletier, Richard Bauer, Willy Clark, Mary Hurlburt, Ray Lipovsky, Brenda Felker, Wayne Felker

3. Approval of minutes from last Extraordinary Meeting - June 8, 2019

Sandy Morrison read the minutes of the last Extraordinary Meeting.

MOVED (Frank Buffam)/SECONDED (Ray Lipovsky): that the minutes be accepted as read.

CARRIED

4. Treasurer's Report

Sandy Morrison gave a verbal report of the Society's financial situation.

MOVED (Ray Lipovsky)/SECONDED (Marilyn Darwin): that the Treasurer's report be accepted as read.

CARRIED

5. Administrator's Report (ATTACHED)

6. Health Committee report

Frank Buffam reported for the Health Committee.

Previously the Island Health contract allotted 40 nurse hours per month, now we have 48.

Dianne can use the extra hours for home assessments, paperwork, or extra clinic time. Mental health has been happening monthly and has been well-received.

Shelley Gallant is no longer our contract manager; our new manager is Kristen Grovum. A request made by the Health Committee in a contract meeting with Island Health to add physiotherapy services on-island has been declined due to the regional shortage of these

services. However the possibility for blood draw services appears more hopeful. Applications for elder cottages are in progress, and the Health Committee has been tasked with overseeing this process.

7. State of the physical plant (Victor Downard)

Boiler is running, generator is working as it's supposed to. Connections to the RD services have been put in place but have not been stress tested. Employees and volunteers are all very positive contributors. Boiler was fully serviced at the start of the season and a new grate made. Joe Schley has written a report about the heating system, recommending continuing with the current wood boiler and also putting in a back-up boiler which should run on heating oil.

8. Building Committee report

Wendy Bartholomew, as chairperson of the Building Committee, reported on the progress of the elder cottage duplex project. The committee is managing the build as volunteers to keep the costs down. Lack of barge service has been a challenge, with Peter Lironi and Billy Forbes stepping in to fill the gaps. Thanks to those who have donated all or a portion of their services: Natty Violini, Aslan Carey, Jordan Geck, as well as the Building Committee members, particularly Vic, Ray, Wendy and Doane as direct managers of the build, and Shirley as the committee treasurer.

Wendy presented the financial report for the duplex with estimates for upcoming costs. The committee has a total budget of \$200K to lock-up. Ray and Doane are working on a budget for finishing costs and letters are being written to past donors in hopes of finding the remaining funding. Plumbing and electrical are not yet in place. The architect has signed-off on the fact that we are at lock-up. Septic system is scheduled to be put in place this coming Monday, weather permitting.

9. Policies and Procedures Committee

Committee has not met for the past year and needs to be reconstituted. Pia Lironi and Andrew Van der Meer volunteer to serve on this committee and will convene a meeting of the committee. Administrator will coordinate with committee members to give a list of current outstanding policy questions to be addressed.

10. Senior Support Committee

Vic Downard and Eugenie Pelletier volunteer to serve on this committee, in addition to prior volunteers Peter Johnson and Carly Reisig. The committee is charged with the task of making a proposal of how to best spend a \$1000 disbursement via United Way for the purpose of supporting local seniors during the pandemic. The committees suggestions will be brought to the board of directors for approval before money is spent.

11. Residency committee

The committee for assessing candidates for residency in upcoming elder housing vacancies will be formed by the board. This committee will review applications using the previously developed assessment tool, and make recommendations to the board of directors regarding selecting occupants and updating the monthly occupancy fees. Committee members will commit to a confidentiality policy regarding the personal information of applicants.

12. Membership questions and discussion

No issues were raised by members for discussion.

13. Adjournment

Chairperson adjourned the meeting at 1:58 PM

Minutes submitted by: Robin Jacobs

Adopted minutes accepted by: _____, Secretary

ATTACHMENT 1: Administrator's report (Robin Jacobs)

Overall, administration hours have hovered around 8-10 per week, with guaranteed hours on Tuesdays and Thursdays from 11-3, at a pay rate of \$25/hour. Primary duties involve taking care of financial duties including payroll, bill paying, and invoicing for use of JFC spaces; writing reports and letters, such as to Island Health and qRD; general communications with the community, including JFC residents, staff, and beyond; website maintenance and content creation; supporting the board of directors in organizational, infrastructure, and fundraising initiatives; supporting the community with medical equipment loans, medical bathing room and laundry access, and general office support.

Nursing clinics have been going well, with most patients making appointments, so no congestion in the clinic. Dianne is wearing a mask, but patients are also requested to do so during examinations. I meet with Dianne weekly for updates on clinic needs. This time of year she is busy with flu shots. Soundproofing continues to be on the wish-list, as privacy can be at stake with sound traveling too easily in the building.

Mental health Counselor Dan Clark has returned for monthly clinics, and there is the possibility of greater frequency if the demand is documented. Dianne is scheduling Dan's appointments with a buffer of time between each to allow for cleaning.

Website has been further updated with new documents including COVID-19 guidelines, Practitioner Usage Agreement, Human Resources policy; meeting minutes and agendas; technical reports; photos from the health centre, garden, and construction project; and more. Site traffic stats have improved since I have been sending out links, and some traffic still originates from Google or Facebook. I have also added new content relating to duplex building and edited and updated much of the existing content.

Following a closure during the early stage of the pandemic, we have been doing our best to stay up-to-speed on COVID safety and how we as a health-related group and facility can respond and support safety and the Lasqueti emergency services. The Policy committee can help keep our policies current, with input from the community regarding the need for masks in the building, group use policy, etc.

I have been in contact with Caitlin Bryant at First Credit Union in Powell River, who is administering some federal money which is being released to support seniors during the pandemic. The money she is dispersing is for the entire RD and a portion of \$1000 has been set aside for Lasqueti. She is willing to release this to the Last Resort if we have a plan to use it to directly support local seniors during the pandemic.

Our tax disbursement from qathet Regional District has been paid in full for this year and allocated to operational costs. An Annual Report was submitted to the RD documenting our 2019 expenditures and giving details of our operations during that year, which is available at judithfishercentre.com/archive.

Massage therapy is now regularly offered thanks to RMT Pia Lironi. This provides an additional income stream for LLRS as well as greater utilization of the building. This year we have also provided space for Islands Trust, local First Responders, and the weekly meditation group at the JFC. All have committed to following current health guidelines.

Since the pandemic has changed medical care and made remote medical options widespread, the Telehealth unit at the JFC is likely to be largely obsolete. We will continue to provide space for individuals needing a quiet private space with phone and internet access to meet remotely with health care providers.