

**Wellington District 31**  
**Virtual Executive Meeting**  
**March 29, 2021 2:00 pm – 4:00 pm**

**Present:** Stephen O'Connell, Anne Smith, Nancy Baker, Richard Goodbrand, Mary Hermann, Michael Curtis, Joyce Barnes, Joan Berry, Tim Cunningham, Shirley Goodbrand, Marina Howlett, Brenda McGinnis, Scott Montgomery, John Ritchie, Joan Miller, Pam Niesiobedzki, Lenore Ralph

**Regrets:** Lynn Morrison, Patrick Bruder, Amanda Leathem, Linda May Bell, Brian Serafini

- **Welcome**

Anne welcomed executive members to our virtual meeting.

- **Approval of/Additions to the Agenda**

- Additions**

- Change the minutes to read February 22, 2021
    - John Ritchie requested that his report be moved before the Treasurer's Report

**Motion** to approve February 22, 2021 agenda with the changes; moved by Anne Smith, seconded by Lenore Ralph, carried.

- **Approval of the February 22, 2021 Minutes – Mary Hermann**

**Motion** to approve the February 22, 2021 minutes; moved by Mary Hermann, seconded by Brenda McGinnis, carried.

- **Charities Administration vs Mission Percentage Chart: John Ritchie**

After a discussion about the Charities chart sent to the executive, a motion was put forth

**Motion** to donate a total of \$2000 from our surplus to the following charities:

Alzheimer's Society: \$500

Canadian Red Cross: \$500

Children's Foundation of Guelph Wellington: \$500

Hospice Wellington: \$500

Moved by Joyce Barnes, seconded by Brenda McGinnis, carried.

- 5. **Treasurer's Report – Mike Curtis**

A discussion of Draft 5 Feb. 26, 2021 Proposed Budget took place

**Motion** that the Proposed Budget Draft 5 Feb. 26, 2021 be approved; moved by Mike Curtis, seconded by Marina Howlett, carried.

- **President's Updates:**

Anne presented the Presidents Update for March 29, 2021

- **Member Services** is no longer responsible for recruitment and RPW's – deals with:

- The needs of current members
    - Recruitment for succession planning

- Volunteer engagement
  - Legal documents
  - Goodwill
- Recruitment and RPWs now addressed by **Marketing and Communications** Committee
- **Personal Record of Important Data and Documents** is available on the RTOERO resources page at <https://rtoero.ca/how-to-create-an-inventory-of-important-documents-and-contacts/>
- The Board approved the implementation of a 4-part **Diversity, Equity and Inclusion** awareness training series for the Board and the CEO beginning this month.
- **Benefits Committee Report**
    - The 2020 health plan surplus, the excess fees reimbursed by Johnson and the income from investments in the money Market to cover the projected 2020 health plans deficit was moved to the Health Stabilization Fund portfolio as per the RTOERO investment policy.
    - Unprecedented surplus in travel claims – usually any surplus or deficit is the responsibility of RSA, the company responsible for travel claims – plan to share surplus was approved.
    - 2020 surplus from 2020 was used to decrease cost of travel in Extended Health Care premium starting in 2021.
- **Succession Planning/Volunteer Engagement**
    - Descriptions of the roles of President/VP, Secretary and Treasurer are available.
    - Training in Diversity and Inclusion is being planned (didn't state if this was for districts in addition to the Board/CEO).
- **Summary of Legal Responsibilities/Liabilities** for RTOERO members wishing to visit fellow members in hospitals, retirement or LTC facilities
    - Residents have the right to meet with visitors of their choice.
    - Visiting RTOERO members:
      - must call ahead to determine the status of the patient/resident and the visit date;
      - should make the purpose of the visit clear (of a 'goodwill nature');
      - should visit in pairs if possible;
      - must respect the needs and wishes of the patients/residents;

- do not normally need to inform the family before visiting is the person being visited is agreeable to the meeting;
  - should immediately seek help if the person starts behaving erratically/disruptively.
- If the patient/resident lacks legal capacity (unable to understand information that is relevant to making a decision concerning the subject matter or to appreciate the reasonably foreseeable consequences of a decision or lack of decision), the visiting RTOERO member:
  - may wish to notify family members in advance;
  - should meet in public areas of the facility;
  - may wish to have a family member present.
- Harm/Abuse of Patients/Residents who are members:
  - If person makes derogatory comments about family member that doesn't raise concerns of abuse, don't respond – remain focussed on the reason for your visit.
  - If person talks about family member/facility personnel abusing them, may trigger the duty to report under Long Term Care Homes Act or Retirement Homes Act.
- Committee Updates:**
  - Communication:
    - Newsletter – *Tim Cunningham*
      - Articles are due March 26
      - Editorial Committee will meet March 31 to finalize the newsletter
      - The Spring newsletter will be ready in April
  - Community Grant and Scholarship Committee – *Richard Goodbrand*
    - Children's Foundation is working on their application for the Community Grant for April 20
    - Committee will meet at the end of April
    - A letter has been sent to Upper Grand about the District Scholarship, Brenda McGinnis will speak to the WCSSB
  - Governance – *Marina Howlett*
    - Marina sent the new Governance document to the executive.
    - The Committee met 2- 3 times to finalize this document in order to blend the Constitution and Governance into one. Marina feels they have done a good job
    - Changes were highlighted:
      - 2.11: names changed, now Corporate members
      - 2.19: new, Electronic voting
      - 2.25 – 2.29: outlines the duties of each executive member
      - 3.0: Executive Committees: national outlined them and who the chairs should be
      - 4.04: there are to be 3 signing officers

- Goodwill and Donations need to be updated

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**Motion** to approve the District 31 Governance Document for ratification by the general membership at a later date, moved by Marina Howlett, seconded by Stephen O'Connell, carried

- Recruitment:

The CODE letter was a positive step. There is a need to touch base with with the Directors' of Education.

- Political Advocacy – *Brenda McGinnis*

- Hard to keep up with all the changes

**RTO Political Advocacy Report Executive Meeting March 2021**

- RTOERO has a very active, strong political advocacy committee and strong commitment for political advocacy from the Board and Senior Staff
- The Vibrant Voices Webinars have been outstanding. Experts in the field have presented us with valuable information and have motivated us to advocate on behalf of seniors in Long Term Care Homes.
- I have used the information in the last one - The Aging Continuum - to write my article for our newsletter and to write another letter to the MPP's.
- At the end of April, there will be a final report and recommendations from the commission looking into the deadly impacts of COVID-19 in long-term care homes. We will follow up again with politicians to discuss those recommendations.
- There is a regional PAC ZOOM meeting on Wednesday which I will attend.
- Also, I strongly recommend that members tune into the Zoom Vibrant Voices Webinar on April 29 at 1 p.m. The topic is "Our Earth". I know we are focusing on LTC Homes BUT this is a crucial topic too and maybe we could follow up with some action here too.
- Finally, ETFO has sent out an excellent petition for supporting the idea that teachers and educational workers should receive vaccinations sooner rather than later and that during the Spring Break in April would be an ideal time especially since outbreaks in schools are definitely on the rise. Also, this email provides good information on Minister Lecce's plans to make on-line learning permanent.

- Resolution: *Richard Goodbrand*

Please refer to Motions Report For RTO/ERO sent out by Richard prior to this meeting

- Resolutions Committee will meet to discuss and prepare a motion on this report.
- A motion will be sent out to all executive for a vote. This will be included in the April 26, 2021 minutes.

- **Other**

Richard presented a letter from the GWCSJ requesting that Guelph Council support a motion in favour of Universal Basic Income. After a discussion, it was decided to wait to see what National thinks as to whether we can endorse this letter.

- **Adjournment**

Anne adjourned the meeting at 3.38 pm.

The next meeting will be April 26, 2021 from 3:00 – 4:00 pm.