Dear [Redacted]: s.30(1)

Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act (the Act) [Our File #: HCS 006 2014]

On January 21, 2014, the Department of Health and Community Services received your request for access to the following records/information:

“Correspondence between the department and the Quality Living Alliance for Seniors. Date range of request is Jan. 1, 2012-present.”

On January 31, 2014, the Department wrote to notify you that it was extending the 30-day time limit for responding to your request for an additional 30 days in accordance with subsection 16(1)(b) of the Act. The Department advised at that time that it expected to respond to your request by or before March 22, 2014.

The Department has reviewed your request in the context of the Act. The Department is able to provide you with partial access to the information that you have requested. Portions of the enclosed records have been severed as they are non-responsive to your request or in accordance with subsection 18(1)(a)(viii), 18(2)(c), 20(1)(a), 20(1)(c), and 30(1) of the Act. Those sections provide as follows:

“18. (1) In this section

(a) "cabinet record" means

(viii) a record created during the process of developing or preparing a submission for the Cabinet

(2) The head of a public body shall refuse to disclose to an applicant a Cabinet record, including

(b) a supporting Cabinet record.

20. (1) The head of a public body may refuse to disclose to an applicant information that would reveal

P.O. Box 8700, St. John's, NL, Canada A1B 4J6  t 709.729.3125  f 709.729.0121
(a) advice, proposals, recommendations, analyses or policy options developed by or for a public body or minister;

(c) consultations or deliberations involving officers or employees of a public body, a minister or the staff of a minister

30. (1) The head of a public body shall refuse to disclose personal information to an applicant where the disclosure would be an unreasonable invasion of a third party's personal privacy."

Please note that pages 21 – 31 have been fully redacted under sections 18(1)(a)(viii) and 18(2)(c) of the Act.

Section 43 of the Act provides that you may ask the Information and Privacy Commissioner to review the processing of your access request or you may appeal to the Supreme Court Trial Division. A request to the Commissioner shall be made in writing within 60 days of the date of this letter or within a longer period that may be allowed by the Information and Privacy Commissioner.

The address and contact information of the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
2nd Floor, 34 Pippy Place
P. O. Box 13004, Stn. A
St. John’s, NL A1B 3V8

Telephone: (709) 729-6309
Facsimile: (709) 729-6500
Email: oipc@gov.nl.ca

In the event that you choose to appeal to the Trial Division, you must do so within 30 days of the date of this letter. Section 60 of the Act sets out the process to be followed when filing such an appeal.

Please be advised that a copy of our response to your request will be published on the Office of the Public Engagement’s website five business days after the response is mailed to you. If you have any further questions, please feel free to contact Brian Bennett, the Department’s Privacy Manager, at (709) 729-7007, or by email at BrianDBennett@gov.nl.ca.

Sincerely,

Bruce Cooper
Deputy Minister

/bb
/Encl.
Ms. Beverly Russell, President
Quality Living Alliance for Seniors
P.O. Box 160
Clareton's Beach, NL
A0A 1W0

Dear Ms. Russell:

I am writing to formally invite representatives from the Quality Living Alliance for Seniors Association to partner with the Department of Health and Community Services on a Provincial Personal Care Home (PCH) Advisory Committee. This advisory group will be chaired by Beverly Griffiths, Assistant Deputy Minister at the Department of Health and Community Services and consist of two members from each of the PCH Associations, Quality Living for Seniors and Personal Care Home Operators Association of Newfoundland and Labrador along with representation from the Long Term Care and Community Support Services division of the department.

The Provincial Government is committed to the PCH Industry and recognizes the important role these facilities play in the Long Term Care and Community Support Services sector. The purpose of this advisory committee is to ensure a collaborative approach to improve services for residents in PCHs and enhance the sector in general. Please forward two representatives names to Beverly Griffiths at the Department of Health and Community Services by September 21, 2012.

I want to also take this opportunity to thank you for your support of the recently released Close to Home: A Strategy for Long-Term Care and Community Support Services. We look forward to partnering with your association and value your input as we move forward with the implementation of the initiatives within this strategy.

Sincerely,

Susan Sullivan
Minister

/erc
cc: Bev Griffiths
Debbie Morris
Bennett (HCS), Brian D

From: Barfoot, Scott
Sent: Monday, April 08, 2013 5:56 PM
To: 'bev_russell@nf.sympatico.ca'
Cc: Medd, Blair
Subject: RE: Wednesday’s Announcement

Bev,
Can we do the announcement at 1:30 p.m.?

Scott

From: Barfoot, Scott
Sent: Monday, April 08, 2013 5:52 PM
To: 'bev_russell@nf.sympatico.ca'
Cc: Medd, Blair
Subject: Wednesday’s Announcement

Hello Bev,

Further to our conversation, enclosed is a draft NR for Wednesday’s announcement. If you could provide a brief quote that would be great – it can be high level and speak to why this is an important initiative. If you could please provide it to me early tomorrow that would be great.

Also, for Wednesday, if there is anyone in particular you would like to invite that would be great. We will connect with the local MHA as well to invite some local officials.

Additionally,
1) We will issue a media advisory early Wednesday morning;
2) We will need a podium. I am fairly certain you mentioned previously that you had access to a podium;
3) There will be three speakers – the MHA who can emcee, the minister, and yourself.

Feel free to call with any questions or to discuss.

Best,
Scott

Health and Community Services
April 10, 2013

Enhanced Care Pilot Project Moving Forward

A new initiative to advance the 10-year long-term care strategy Close to Home, was announced today by the Honourable Susan Sullivan, Minister of Health and Community Services, at the Callingwood Downs Seniors Complex in Clarke’s Beach. Budget 2013: A Sound Plan, A Secure Future, allocates $1.5 million for the implementation of an Enhanced Care in Personal Care Homes Pilot Project which will allow residents to receive higher levels of care in personal care homes.

“Our government recognizes that personal care homes are an integral component of the residential care system that may be further utilized to help address the demand for appropriate living arrangements for seniors,” said Minister
Sullivan. “We recognize that we have an aging population and this pilot project will give us an opportunity to evaluate the potential for personal care homes to enhance and expand their roles in the provision of seniors’ care. The goal of this project is to provide seniors with an opportunity to age in or near their community as well as expand their choices for enhanced care."

Joining Minister Sullivan for the announcement was Glenn Littlejohn, MHA for Port de Grave and Beverly Russell, owner of Callingwood Downs Seniors Complex. The pilot project will have an ongoing and final evaluation component that will examine the feasibility, appropriateness and resident outcomes in terms of safety, quality of care and overall suitability.

“I am proud to be a part of a government that seeks out unique and innovative ways to deliver services and care to seniors in our province,” said Glenn Littlejohn. “This pilot project is about providing options and choices for seniors who require enhanced care and want to remain close to home.”

Three personal care homes have been chosen, through a request for proposals process, to participate in the pilot project. These personal care homes will be permitted to each admit eight clients who require increased levels of care during an 18-month period. In addition to Callingwood Downs Seniors Complex, Golden Years Estates in Gander, and Mountain View House in Meadows have been selected to participate in the pilot project.

“Quote – Beverly Russell, owner of Callingwood Downs Seniors Complex”

The Enhanced Care in Personal Care Homes Pilot Project responds to a number of factors that the Provincial Government is addressing to ensure there is a strong, efficient and effective health care system. This includes the province’s aging population, increasing pressures in acute care facilities, regional waitlists for placement in long-term care facilities, and demographic trends such as smaller families, outmigration and decreasing community and informal supports. This project is an innovative way to further utilize the expertise and supports already available in communities.

- 30 -

Scott Barfoot
Director of Communications
Department of Health and Community Services
709-729-1377
scottbarfoot@gov.nl.ca
Yes that will be fine!
Sent wireless from my BlackBerry device on the Bell network.
Envoyé sans fil par mon terminal mobile BlackBerry sur le réseau de Bell.

Bev,
Can we do the announcement at 1:30 p.m.?

Scott

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April 10, 2013
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- 30 -

Scott Barfoot
Director of Communications
Department of Health and Community Services
709-729-1377
scottbarfoot@gov.nl.ca

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Scott
Take a look, if you want to edit do so and send me the final quote.
"Our industry has evolved by investing millions in infrastructure, in providing a professional, safe and homelike environment for the seniors we serve. We know from our experience with the seniors and their families, what we offer in care, services and accommodations, from independent to various levels of care requirements, is a choice they would like to have. We are excited we have formed this partnership with Government and look forward to being a sustainable and quality option in helping the seniors in our Province age in place"
Bev.

From: Barfoot, Scott [mailto:ScottBarfoot@gov.nl.ca]
Sent: April-09-13 5:52 PM
To: bev_russell@nf.sympatico.ca
Cc: Medd, Blair
Subject: Wednesday's Announcement

Hello Bev,

Further to our conversation, enclosed is a draft NR for Wednesday’s announcement. If you could provide a brief quote that would be great – it can be high level and speak to why this is an important initiative. If you could please provide it to me early tomorrow that would be great.

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2) We will need a podium. I am fairly certain you mentioned previously that you had access to a podium;
3) There will be three speakers – the MHA who can emcee, the minister, and yourself.

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Best,
Scott

Health and Community Services
April 10, 2013

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Joining Minister Sullivan for the announcement was Glenn Littlejohn, MHA for Port de Grave and Beverly Russell, owner of Callingwood Downs Seniors Complex. The pilot project will have an ongoing and final evaluation component that will examine the feasibility, appropriateness and resident outcomes in terms of safety, quality of care and overall suitability.

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- 30 -

Scott Barfoot
Director of Communications
Department of Health and Community Services
709-729-1377
scottbarfoot@gov.nl.ca

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Hello Bev,

Please see attached for the event scenario.

Also, accompanying Minister Sullivan at the announcement will be myself, Lisa Lindahl, the minister’s Executive Assistant, Debbie Morris, and Denise Tubrett, an assistant deputy minister.

Talk to you tomorrow.

Best,
Scott
Enhanced Care in Personal Care Homes Pilot Project
Callingwood Downs Seniors Complex, Clarke's Beach
Wednesday, April 10, 2013 @ 1:30 p.m.

Participants:
MC – Glenn Littlejohn, MHA Port de Grave
Hon. Susan Sullivan, Minister of Health and Community Services
Ms. Beverly Russell, Owner, Callingwood Downs Seniors Complex

Event Scenario:
1:30 p.m. Participants take their seats in the front of the room. Mr. Littlejohn welcomes everyone, thanks Minister Sullivan for coming to announce this innovative pilot project in Clarke's Beach and then invites the Minister to speak.

1:32 p.m. Minister Sullivan – remarks

1:37 p.m. Mr. Littlejohn thanks Minister Sullivan, reinforces government's commitment to health care and how these investments positively impact rural and urban areas and families, and invites Ms. Russell to speak.

1:42 p.m. Ms. Russell - remarks

1:45 p.m. Mr. Littlejohn thanks Ms. Russell and concludes event.

Logistics:
• Media Advisory will be issued on the morning of Wednesday, April 10.
• Three chairs up front and podium for speakers
• Seating order as follows: (L-R) Ms. Russell, Minister Sullivan, Mr. Littlejohn (podium to the right of Mr. Littlejohn).
• Seating for guests
• Audiovisual requirements

Invited Guests:
Invitations distributed by Mr. Littlejohn's office.
We don't need any. If should not be included in the scenario - apologies. All we need is a podium and some chairs.

Thanks,
Scott

From: Beverly Russell [mailto:bev_russell@nf.sympatico.ca]
Sent: Tuesday, April 09, 2013 07:02 PM
To: Barfoot, Scott
Subject: RE: Event Scenario - Enhanced Care Pilot Project

Scott
What are you referring to when you say audio visual requirements?

From: Barfoot, Scott [mailto:ScottBarfoot@gov.nl.ca]
Sent: April-09-13 6:46 PM
To: bev_russell@nf.sympatico.ca
Subject: Event Scenario - Enhanced Care Pilot Project

Hello Bev,

Please see attached for the event scenario.

Also, accompanying Minister Sullivan at the announcement will be myself, Lisa Lindahl, the minister’s Executive Assistant, Debbie Morris, and Denise Tubrett, an assistant deputy minister.

Talk to you tomorrow.

Best,
Scott

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Morning Bev,

I understand that you have been speaking with Lisa about Friday’s announcement. I’ve attached the event scenario for your reference – you will note that it is the same as last time.

Are you able to secure a podium and some chairs? Also, feel free to invite some key stakeholders. We will be using Glenn Littlejohn to invite some other people as well.

Finally, can you please advise who will join you at the meeting with Minister Sullivan, Bruce Cooper and others?

Feel free to give me a ring if you would like to connect.

Best, and thanks,

Scott
Enhanced Care in Personal Care Homes Pilot Project
Callingwood Downs Seniors Complex, Clarke’s Beach
Friday, May 3, 2013 @ 11:30 a.m.

Participants:
MC – Glenn Littlejohn, MHA Port de Grave
Hon. Susan Sullivan, Minister of Health and Community Services
Ms. Beverly Russell, Owner, Callingwood Downs Seniors Complex

Event Scenario:
11:30 a.m.  Participants take their seats in the front of the room. Mr. Littlejohn welcomes everyone, thanks Minister Sullivan for coming to announce this innovative pilot project in Clarke’s Beach and then invites the Minister to speak.

11:32 a.m.  Minister Sullivan – remarks

11:37 a.m.  Mr. Littlejohn thanks Minister Sullivan, reinforces government’s commitment to health care and how these investments positively impact rural and urban areas and families, and invites Ms. Russell to speak.

11:42 a.m.  Ms. Russell - remarks

11:45 a.m.  Mr. Littlejohn thanks Ms. Russell and concludes event.

Logistics:
- Media Advisory will be issued on the afternoon of Thursday, May 2
- Three chairs up front and podium for speakers
- Seating order as follows: (L-R) Ms. Russell, Minister Sullivan, Mr. Littlejohn (podium to the right of Mr. Littlejohn).
- Seating for guests

Invited Guests:
Invitations distributed by Mr. Littlejohn’s office.
Scott
Yes we can have the chairs and podium. I will send the meeting participants later today when confirmed.
Thanks
Bev

From: Barfoot, Scott [mailto:ScottBarfoot@gov.nl.ca]
Sent: May-01-13 8:36 AM
To: bev_russell@nf.sympatico.ca
Cc: Lindahl, Lisa
Subject: Event Scenario

Morning Bev,

I understand that you have been speaking with Lisa about Friday’s announcement. I’ve attached the event scenario for your reference – you will note that it is the same as last time.

Are you able to secure a podium and some chairs? Also, feel free to invite some key stakeholders. We will be using Glenn Littlejohn to invite some other people as well.

Finally, can you please advise who will join you at the meeting with Minister Sullivan, Bruce Cooper and others?

Feel free to give me a ring if you would like to connect.

Best, and thanks,
Scott

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Hi folks
The people attending our meeting is the executive myself, Laura Morgan and Robert Regular as well as Byron Break, Joanne Guy and Rhonda Simms, which is representation across the Province. Could you please send me the people attending from your office so I can set up appropriate space.
Thanks and looking forward to tomorrow.
Beverly

From: Barfoot, Scott [mailto:ScottBarfoot@gov.nl.ca]
Sent: May-01-13 8:36 AM
To: bev_russell@nf.sympatico.ca
Cc: Lindahl, Lisa
Subject: Event Scenario

Morning Bev,

I understand that you have been speaking with Lisa about Friday's announcement. I've attached the event scenario for your reference – you will note that it is the same as last time.

Are you able to secure a podium and some chairs? Also, feel free to invite some key stakeholders. We will be using Glenn Littlejohn to invite some other people as well.

Finally, can you please advise who will join you at the meeting with Minister Sullivan, Bruce Cooper and others?

Feel free to give me a ring if you would like to connect.

Best, and thanks,
Scott

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Hello Bev,

Thanks for the call.

Fyi - the telephone numbers for [REDACTED]

Bev, I am happy to discuss further.
Bennett (HCS), Brian D

From: Beverly Russell <bev_russell@nf.sympatico.ca>
Sent: Monday, July 22, 2013 6:07 AM
To: Barfoot, Scott
Cc: Tubrett, Denise; Cooper, Bruce
Subject: RE: NR

Scott,
The retroactive date is July 1st and I will put something together this morning. I would like to see the draft when it is completed.
Thanks
Bev

-----Original Message-----
From: Barfoot, Scott [mailto:ScottBarfoot@gov.nl.ca]
Sent: July-21-13 11:16 AM
To: bev_russell@nf.sympatico.ca
Cc: Tubrett, Denise; Cooper, Bruce
Subject: NR

Morning Bev,

Hope you are enjoying the weekend and able are able to have some time to roll in a few birdies!

Per your conversation with Bruce, enclosed is a draft NR that we are intending to issue Tuesday morning. The NR will be followed-up with a media availability with the Minister later in the day.

If you could please provide a brief quote that would be great. It does not have to be long - a couple of sentences is totally fine. For your consideration, the quote can possibly relate to how this supports your members, the longer term outlook for your industry, as well as how you are looking forward to working with gov.

If you could provide the quote by early tomorrow (Monday) that would be good. Also, if you want to give me a call in the a.m., you can get me at 729-1377.

I will be sure to send the NR once it is finalized to you and advise the time in which it will be issued.

Thanks,
Scott

Value of Care Providers Recognized with Provincial Government Investment

The Honourable Susan Sullivan, Minister of Health and Community Services, today announced that the Provincial Government will be expanding its level of financial support to personal care home operators and community care home operators, as well as home support agencies. The total cost of the expanded Provincial Government investment is $3.5 million.

“Our government fully recognizes the integral role of personal care homes, community care homes, and home care agencies in providing care for seniors and persons with disabilities,” said Minister Sullivan. “We had ongoing discussions with these groups and heard about concerns and pressures that they are experiencing. I am pleased with the balanced
solution we have arrived at and look forward to continuing our close working relationship over the term. I believe that through respectful dialogue we can advance solutions that positively impact residents receiving personal care in the community."

Retroactive to July 31, 2013, the monthly subsidy for personal care homes and community care homes has been increased by $50 per client to $1,850. This increase acknowledges the increase in such operational costs as utilities and food that are experienced by operators.

INSERT QUOTE - Beverly Russell, Quality Living Alliance for Seniors Association

Minister Sullivan is also announcing that the department will host an industry roundtable, as well as the creation of advisory committee for home care agencies that is similar to the structure currently in place with personal care home operators. Through these tables, unique and shared issues can be discussed and together new opportunities can be advanced to deliver a better continuum of care.

INSERT QUOTE – Shaun Lane - Personal Care Home Association of Newfoundland and Labrador

Home support agencies will receive funding for one hour of administrative time for every 35 hours of service and a $60 fee for short term clients retroactive to July 31, 2013. The increase recognizes the rising cost to deliver services to clients.

INSERT QUOTE – Neil Tremblett – Home Support Association

The Provincial Government is heavily committed to long-term care and community support services through an annual investment of approximately $600 million. Through the 10-year long term care strategy entitled Close to Home: A Strategy for Long-term Care and Community Support Services, the Provincial Government is continuing to build on these investments and guide initiatives that strengthen the continuum of health services for all residents.

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Thanks Bev.
SB

-----Original Message-----
From: Beverly Russell [mailto:bev_russell@nf.sympatico.ca]
Sent: Monday, July 22, 2013 11:31 AM
To: Barfoot, Scott
Subject: RE: NR

Scott
Here is my statement:

The government’s choice to expand their financial support, in a year of economic restraint, is an important step and clearly demonstrates their commitment to the care provided by private industry, to the senior population of our Province. Through extended dialogue and collaborative committee involvement, we believe there will be positive outcomes for our industry and senior care.

Bev
-----Original Message-----
From: Barfoot, Scott [mailto:ScottBarfoot@gov.nl.ca]
Sent: July-21-13 11:16 AM
To: bev_russell@nf.sympatico.ca
Cc: Tubrett, Denise; Cooper, Bruce
Subject: NR

Morning Bev,

Hope you are enjoying the weekend and able are able to have some time to roll in a few birdies!

Per your conversation with Bruce, enclosed is a draft NR that we are intending to issue Tuesday morning. The NR will be followed-up with a media availability with the Minister later in the day.

If you could please provide a brief quote that would be great. It does not have to be long - a couple of sentences is totally fine. For your consideration, the quote can possibly relate to how this supports your members, the longer term outlook for your industry, as well as how you are looking forward to working with gov.

If you could provide the quote by early tomorrow (Monday) that would be good. Also, if you want to give me a call in the a.m., you can get me at 729-1377.

I will be sure to send the NR once it is finalized to you and advise the time in which it will be issued.

Thanks,
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"Our government fully recognizes the integral role of personal care homes, community care homes, and home care agencies in providing care for seniors and persons with disabilities," said Minister Sullivan. "We had ongoing discussions with these groups and heard about concerns and pressures that they are experiencing. I am pleased with the balanced solution we have arrived at and look forward to continuing our close working relationship over the term. I believe that through respectful dialogue we can advance solutions that positively impact residents receiving personal care in the community."

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Hello Bev,

It has been a long time. Hope all is well and Happy New Year.

Per your conversation with Bruce, enclosed is a response we provided the Clarenville Packet yesterday relating to personal care homes. The minister has also done interviews with CBC and VOCM.

Best,
Scott

The regional health authorities have partnered with and supported personal care home owners regarding contingency measures and their efforts to ensure that the needs of residents are met in the event of an emergency.

Many personal care homes have contingency measures, which may include back-up generators. Situations of this nature need to be anticipated and officials have been directed to look into this issue immediately.

Currently, there is an industry-government liaison committee in place that is focused on the provision of safe, quality care of residents. Initial conversations have already taken place with the sector and the Provincial Government will continue to work collaboratively to address contingency plans, including back-up power, if appropriate, at that table. Work will continue with the industry to develop a plan that ensures patient safety and care is not comprised during disruptions like were experienced on Saturday.

While people are seeing a generator as a cure-all, there are limitations and it needs to be a part of overall contingency measures. Some other considerations include fuel demand, safe operation and installation, and the size and requirements of a facility to run basic lights or fully power a facility.

The personal care home operational standards are currently being reviewed by a provincial working group. Contingency planning will be addressed in the revised standards and officials from the industry are aware of this work.

Scott Barfoot
Director of Communications
Department of Health and Community Services
709-729-1377
scottbarfoot@gov.nl.ca
Looking like Tuesday January 14 but not confirmed yet.

Sent from my BlackBerry 10 smartphone on the Bell network.
From: Beverly Russell [mailto:bev_russell@nf.sympatico.ca]
Sent: Tuesday, January 14, 2014 9:58 AM
To: Tubrett, Denise
Subject: FW: Provincial PCH Advisory Comm Meeting - January 21 - Agenda

Committee members for first committee meeting

From: Humphries, Debbie [mailto:d Humphries@gov.nl.ca]
Sent: January-18-13 12:30 PM
To: Sutts, Margot; Batstone, Angela E.; Griffiths, Bev; bev_Russell@nf.sympatico.ca;
Cc: Crotty, Mary R.
Subject: Provincial PCH Advisory Comm Meeting - January 21 - Agenda

Good afternoon,

Please see attached agenda for meeting on Monday, January 21 at 2:00 in Board Room 1, Department of Health and Community Services, 1st Floor, Confederation Building West Block.

If you would like to add any agenda items, please forward to me and I will forward along to Margot Sutts.

Thank you,

Debbie
Debbie Humphries
Long Term Care & Community Support Services Division
Department of Health and Community Services

Phone: 709-729-3120
Fax: 709-729-4009
“This email and any attached files are intended for the sole use of the primary and copied addressee(s) and may contain privileged and/or confidential information. Any distribution, use or copying by any means of this information is strictly prohibited. If you received this email in error, please delete it immediately and notify the sender.”
Provincial Personal Care Home (PCH) Advisory Committee

Terms of Reference

Background:

The PCHs in Newfoundland and Labrador are an integral component of the Department of Health and Community Services’ residential care system. The Provincial Government is committed to the PCH industry and recognizes the important roles these facilities play in the Long Term Care and Community Support Services (LTC & CSS) sector.

Mandate:

The purpose of this advisory committee is to ensure a collaborative approach to improve services for residents in PCHs and enhance the sector in general.

Governance:

This Committee, through the Chair, is accountable to the Deputy Minister and will provide reports as necessary. Information pertinent to the licensing, governing and monitoring of this sector will be shared with the VPs in the Regional Health Authorities responsible for LTC & CSS.

Membership:

The committee will be comprised of two representatives from each of the PCH Associations, Quality Living for Seniors and Personal Care Home Owners Association of Newfoundland and Labrador along with representation from the Department of Health and Community Services which will include the Assistant Deputy Minister and Director of LTC & CSS.

Meetings:

Meetings will be face to face on a quarterly basis at the Department of Health and Community Services or at the call of the Chair. The inaugural committee will commence January 21, 2013.

January 8, 2013
AGENDA

2:00 – 3:30 PM (approximately)

1. Welcome

2. Introduction of Members

3. Review of Terms of Reference

4. New Business:
   4.1. Emergency Preparedness
   4.2. Enhanced Care Pilot Project
   4.3. Payment above Subsidy

5. Date and time of next meeting