

# Toronto Dementia Network

## Minutes of the Fourth Meeting February 28, 2003 Toronto District Health Council

### Present

Rory Fisher (Co-chair)	Regional Geriatric Program
Françoise Hébert (Co-chair)	Alzheimer Society of Toronto
Rod Browning	Ontario Seniors Secretariat
Amanda Falotico	Providence Centre (OCSA)
Eric Hong	Whitby Mental Health Centre
Vija Mallia	Castleview Wychwood Home for the Aged (OANHSS)
Rhona Phillips	Ministry of Health and Long-Term Care
David Ryan	Psychogeriatric Resource Consultant Program
Fern Teplitzky (rapporteur)	Toronto District Health Council

### Regrets

Carole Cohen	Dementia LINC, Sunnybrook and Women's
Pam Goldsilver	Comprehensive Rehabilitation and Mental Health Services
Marta Krywonis	Etobicoke-York CCAC
Rena Postoff	West Park Health Care Centre

### Guest

Angela Mendes	Database Consultant
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## 1. Welcome and Introductions

Dr Fisher welcomed the group and introduced Angela Mendes who is working as a database consultant for the Mapping Project. Dr Fisher announced that Françoise Hébert has been invited to serve on the provincial *Dementia Network Advisory Committee*, which will hold its first meeting on March 28, 2003. He noted that the group will look at ways to continue the work of the Alzheimer Strategy beyond the end of the Strategy's workplan and funding.

## 2. Approval of the Agenda

The agenda was approved with the addition of Item 6.3 Update on reactions to the distribution of the Geriatric Psychiatry Directory by the Toronto District Health Council.

## 3. Approval of Minutes of December 10, 2002

The minutes were approved as distributed.

#### 4. Composition of the Steering Committee

Dr Fisher announced two resignations from the Steering Committee: Karen Henderson (Caregiver Network) and Celestine Blocker (OLTCA). Brief discussion ensued.

*Actions:*

- *The Co-Chairs will seek caregiver representation, to replace Karen Henderson, from Carewatch Toronto, an Alzheimer Society caregiver or someone suggested by the Seniors Secretariat, and to replace Celeste Blocker, someone from OLTCA.*
- *Joy Richards of the Baycrest Centre will be invited to serve on the Steering Committee as a representative of a multicultural long-term care and research facility.*

#### 5. Budget 2002-4

Françoise Hébert presented a budget for the Toronto Dementia Network which included expenses to date, and potential future expenses (dependent on decisions/directions of the Steering Committee). She stated that in developing this budget she made a conscious effort to reduce administrative costs, made possible through offers of in-kind support from various Steering Committee members.

Dr Fisher emphasized that the co-chairs have responsibility and accountability for the budget to the Regional Director (Marnie Weber). Steering Committee members were satisfied with the budget and recognized that project funds would have to be spent by March 2004.

#### 6. Project Team Reports

##### Mapping Team

Fern Teplitsky reported that the Mapping Team (Hébert, Phillips and Teplitsky) met and decided to start the project by merging their three databases. With start-up funds provided by the Toronto District Health Council, Angela Mendes was hired to undertake this work. Although she found errors in each database, Mendes has been successful in:

- Developing a template for data collection and separation of information layers
- Developing a typology of service types
- Building a list of over 350 agencies

At this point in time, guidance from the Steering Committee is needed in the following areas:

- Intended users (internal, Toronto providers, consumers or the general public)
- Level of detail needed for the database
- Type of mapping that should be part of the database
- Expenditure of additional funds to advance the database and mapping system
- Clarification of how to develop service definitions and collect consistent data.

***Decisions and Actions:***

- ***The Mapping Project will continue to develop the first stage of a database for “internal” use by the Toronto Dementia Network.***
- ***The Mapping team will meet again to provide further direction to Angela Mendes, to consider mapping methodologies, and to set up a sub-committee to develop service definitions and data collection strategies.***
- ***The Mapping Team will distribute the potential costs of web-based mapping technologies to Steering Committee members for consideration, with general agreement that up to \$15,000 could be spent for the next stage of the Project.***

## **6.2 Scenario Team**

Eric Hong spoke about the struggles experienced by the Scenario Team to develop scenarios which would facilitate the identification of gaps in the service delivery system for people with dementia and their families:

- Whether to take a deductive (focus groups develop the case studies) or inductive approach (team develops case studies for use by focus groups) to engage stakeholders in this project.
- Whether to consult first with providers, consumers or a mixture of consumers and providers.

During the ensuing discussion Dr Ryan demonstrated a case-based learning technology (Build a Case) that he has used successfully in his work with the Regional Geriatric Program.

***Decisions and Actions:***

- ***The Scenario Team will take responsibility for developing a plan to hold focus groups with Toronto area providers (Spring 2003) and with consumers (prior to January 2004). The plan will include projected costs of this initiative.***
- ***The focus groups will be held in local areas across Toronto and will be facilitated by the Psychogeriatric Resource Consultants (with the possibility of help from Steering Committee members).***
- ***The database system will be used to identify invitees to the focus groups.***
- ***The focus groups will use a case-based learning technology and will develop scenarios which highlight the gaps and the challenges in the service delivery system for people with Alzheimer disease and their caregivers.***

## **6.3 Directory for Geriatric Psychiatry Services in Toronto**

Fern Teplitsky reported a very positive response to the distribution of the Directory for Geriatric Psychiatry Services in Toronto by the Toronto District Health Council. The Directory will be reprinted shortly and will include additional services in the updated version.

## **7. Adjournment**

Dr Fisher adjourned the meeting at 11:30 am.

**Next meeting April 7, 2003 from 9:30 am to 11:30 am  
in the Large Boardroom of the Toronto District Health Council**