

# Toronto Dementia Network

## Minutes of the Fifth Meeting held May 12, 2003 at the Toronto District Health Council

### Present

Rory Fisher (Co-chair)	Regional Geriatric Program
Françoise Hébert (Co-chair)	Alzheimer Society of Toronto
Rod Browning and Angie Szuch	Ontario Seniors Secretariat
Carole Cohen	Dementia LINC, Sunnybrook and Women's
Terry Collins	Ontario Long Term Care Association
Amanda Falotico	Providence Centre (OCSA)
Pam Goldsilver	Comprehensive Rehabilitation and Mental Health Services
Eric Hong	Whitby Mental Health Centre
Marta Krywonis	Etobicoke-York CCAC
Vija Mallia	Castleview Wychwood Home for the Aged (OANHSS)
Marilyn Pearson	Caregiver
Rena Postoff	West Park Health Care Centre
Rhona Phillips	Ministry of Health and Long-Term Care
David Ryan	Psychogeriatric Resource Consultant Program
Fern Teplitsky	Toronto District Health Council
Angela Mendes	Database Consultant, Toronto Dementia Network

### Regrets

Joy Richards	Baycrest Centre for Geriatric Care
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### 1. Welcome and Introductions – *Dr. Rory Fisher*

Dr. Fisher introduced new members OLTC representative **Terry Collins** and caregiver **Marilyn Pearson**. As well, **Angie Szuch** will replace Rod Browning for the Ontario Seniors Secretariat.

### 2. Approval of the Agenda – *Dr. Rory Fisher*

The agenda was approved with the addition of 'Succession Planning' to 8. Next Steps.

### 3. Approval of Minutes of February 28, 2003 – *Dr. Rory Fisher*

The minutes were approved as distributed.

#### **4. Budget Update – Françoise Hébert**

The budget was revised on March 17, 2003. A total of \$20,000 has been committed to database development, of which \$11,000 remains unspent as of May 12, 2003. Angela Mendes is continuing to develop the database and all funds committed for this purpose will be spent. About \$22,000 of the total Dementia Network budget remains uncommitted, although some of this will be allocated to the Scenario project.

#### **5. Dementia Network Advisory Council – Rod Browning**

The Dementia Network Advisory Committee held its first meeting in Toronto on March 28. Through its 14 members, the Committee has broad representation from across the province and along the continuum of care. Françoise Hébert serves on the Committee, which is mandated to provide advice to the government on the implementation and coordination of dementia networks across Ontario.

Carrie McAiney, Evaluation Consultant for the Ontario Alzheimer Strategy, presented the findings of her research on the state of dementia networks. She found 36 networks at various stages of development across Ontario. Some networks are well established while others are just beginning to get organized. Most have focussed on specific projects.

A Provincial Forum for Dementia Networks is planned before March 31, 2004. The Advisory Committee suggested a review of current network activities, information exchange mechanisms among networks and sustainability issues as priority agenda items for the Forum.

#### **6. Database Demonstration and Project Update – Fern Teplitsky**

Fern Teplitsky advised that the project is advancing rapidly and well. Françoise Hébert and Angela Mendes demonstrated the database, which includes a taxonomy of 79 different types of dementia services, and lists 995 services provided by 303 organizations in Toronto. Access to the listings is by organization name or type of service. For each type of service, a map shows the location of all organizations providing the service, provides detailed information about each organization, and includes a hot link to that organization's web site .

The taxonomy of dementia services is being developed by a program group led by Marija Padjen, Senior Counsellor at the Alzheimer Society of Toronto, and including Jan Skelton (St. Jo's), Marcia Zalev (Memory Clinic), Zoë Levit (RGP), Janice Whyte (Scarborough CCAC), Carrie Buckspan (Baycrest) and database consultant Angela Mendes. The goal is to develop a hierarchical classification scheme of all dementia services, with concise definitions of each service appropriate for both professionals and the general public. Other taxonomies, such as the *INFO LINE Taxonomy of Human Services* which contains 4,300 human service terms, are being considered in the development of the Toronto Dementia Network taxonomy.

The Mapping Team met with *Community Information Toronto* (the 211 people) to explore possibilities for cooperation. These appear limited however, as the Toronto Dementia Network intends to provide more detailed dementia-specific information in its database than does 211.

The database presentation was well received by the Steering Committee. It was agreed that:

- Angela Mendes should continue her excellent work in developing the database
- The Program Group will be thanked for their efforts, and encouraged to continue to develop the taxonomy and to critically assess the database
- For the next meeting, the Mapping Team will prepare a report on critical decisions regarding the database, such as maintaining accuracy and sustaining the project into the future.
- The database will go live on the Web as soon as possible, with a prominent note that it is a work in progress, and including ways for users to make suggestions online.
- A notice will be sent to the Dementia Network contact list inviting everyone to consult the database online, contribute missing information and make suggestions for improvement.

#### **7. Scenario Team Update – Eric Hong**

A report entitled *Systemic Capacity Assessment via Case-Building Project* was distributed. The Scenario Team recommends a case-building approach in a series of focus groups facilitated by PRCs and other education / counselling staff and held in municipal homes for the aged or other venues across Toronto. The goal of the focus groups will be to involve as many persons as possible in highlighting local gaps and challenges in the dementia services delivery system. After discussion, it was agreed that:

- The Scenario Team will consider within the next few weeks whether to organize the focus groups according to a research model, a program evaluation model, or a pragmatic model intended solely to inform the Steering Committee. A research model might need explicit consent processes, a formal RFP to the academic community, and a more lengthy timeline.
- No matter what model is selected, consideration needs to be given to the time and cost required to analyze the focus group findings, and to ensure that those who will analyze the findings are consulted at the design stage.
- A pilot focus group would be useful at a number of levels, including to develop the approach and to design the training program for focus group facilitators.
- A revised timeline might involve a pilot focus group in July, training for facilitators in August and focus groups starting in September.
- The focus group project will require significant coordination. Angela Mendes, who already works for the Toronto Dementia Network, could logically assume this responsibility. Volunteers are another option.

Eric Hong invited members of the Steering Committee to send him the names of education / counselling staff who might be able to assist in facilitating focus group meetings.

## **8. Other Projects / Next Steps – *Dr. Rory Fisher***

### **8.1 Succession Planning**

Concern was expressed that the Toronto Dementia Network needs to begin to consider the future. Discussion ensued on how this could be done. It was noted that sustainability beyond March 31, 2004 is a challenge faced by other Alzheimer Strategies that have not been rolled into base funding programs at the Ministry (the PECs and the PRCs have, but not PIECES or dementia networks).

The Dementia Networks Advisory Committee will address the question of sustainability and will no doubt request continued government funding for network initiatives across the province. It might be useful for the Toronto Dementia Network to make similar representations for continuing government support.

If requests for continued government funding are unsuccessful, options for the Toronto Dementia Network will include continuing the network without Ministry funding, and rolling projects into organizations willing to adopt them, such as the dementia services database which might be adopted by the Alzheimer Society.

It was agreed to place succession on the agenda for the next meeting.

## **9. Next meeting and Adjournment**

The meeting adjourned at 11.30.

**Next meeting  
9:00 a.m. September 9, 2003  
Toronto District Health Council**