

Toronto Dementia Network

Minutes of the Tenth Meeting of the Steering Committee June 8, 2004 - 9:00 a.m. Toronto District Health Council

Present:

Dr. Rory Fisher (Co-chair)	Regional Geriatric Program of Toronto
Françoise Hébert (Co-chair)	Alzheimer Society of Toronto
Terry Collins	Ontario Long Term Care Association
Pam Goldsilver	Comprehensive Rehabilitation and Mental Health Services
Vija Mallia	Castleview Wychwood Home for the Aged (OANHSS)
Rhona Phillips	Ontario Ministry of Health and Long Term Care
Cori Ross	Toronto District Health Council
Dr. David Ryan	Psychogeriatric Resource Consultant Program
Angela Mendes	Coordinator, Toronto Dementia Network

Regrets:

Dr. Carole Cohen	Dementia LINC, Sunnybrook and Women's
Amanda Falotico	Providence Centre (OCSA)
Marta Krywonis	Etobicoke-York CCAC
Joy Richards	Baycrest Centre for Geriatric Care
Angie Szuch	Ontario Senior's Secretariat
Judith Wahl	Advocacy Centre for the Elderly (ACE)

1. Welcome and Introductions

Dr. Fisher welcomed those present. Françoise Hébert explained the numbering system that we will be using for documents distributed prior to or at meetings. As an example, the agenda for June 8, 2004 would be represented as 2004.6.8-1 following the format yyyy.m.d - document number.

2. Approval of the Agenda

The agenda was approved as distributed.

Document 2004.6.8-1

3. Approval of the Minutes of February 10, 2004

The minutes were approved as distributed.

Document 2004.4.27-2

4. Membership Review

Judith Wahl from the Advocacy Centre for the Elderly (ACE), has accepted our invitation to serve on the Steering Committee, but could not be present at today's meeting. A list of members was distributed. Coordinator Angela Mendes requested updates and corrections to the list.

Document 2004.6.8-2

5. Dementia Network Advisory Committee

Françoise Hébert advised that the provincial Dementia Network Advisory Committee ceased to exist when the Alzheimer Strategy ended on March 31, 2004. The Committee's final report, *Dementia Networks Goals and Recommendations* was discussed. Rhona Phillips agreed to seek clarification on the respective roles of the Round Table, the Alzheimer Council, and the Alzheimer Knowledge Exchange. Françoise Hébert noted that Alzheimer Ontario on its website has collected a number of documents produced by dementia networks across Ontario, as a way of sharing best practices and lessons learned, and providing access to local project reports.

Document 2004.6.8-3

6. Website Committee

Document 2004.6.8-4

Cori Ross reported on web site usage and summarized discussions of the last Website Committee meeting, among which the issue of for-profit organizations in database listings. It was agreed that the for-profit status of an organization should not preclude its being listed in the database, that the profit or non-profit status of the organization would not be included as a data element, that the disclaimer should clearly state that being listed does not constitute an endorsement of an organization or service, and that the goal of the database should be to include as many services as possible for end users. Coordinator Angela Mendes noted that the website now has a quick online survey for users, to be used in the survey evaluation.

7. Community Consultation Project

Dr. Ryan noted that he did not have a report because decisions about the project are still under discussion, and the project itself will not start again until late summer / early fall. Françoise Hébert suggested including on the website several case vignettes developed during the consultation, as an orientation tool for users. Dr. Ryan agreed to this use of cases distributed in the consultation report, subject to his review. He also agreed to consider writing an article about the Consultation for the Alzheimer Society's newsletter *Alert*, if article specifications are sent to him.

8. Activities of Other Dementia Networks

Document 2004.6.8-5

A list of projects developed by other dementia networks was prepared by Rhona Phillips, who suggested that we need projects to reinforce us as a network. Dr Ryan proposed that we should build on the findings of the consultation process as these issues are of prime interest in our community. *First Link* was suggested as a possible project for the Toronto Dementia Network, following the Ottawa precedent where *First Link* was sponsored by the Ottawa Dementia Network and the Alzheimer Society. It was noted that Toronto does not have a family physician on the Committee, whereas the Ottawa network has strong representation from this group. There was support for the suggestion that the Toronto Dementia Network should become more visible by participating as presenter and/or exhibitor at relevant conferences in Toronto. It was agreed that the Coordinator should prepare a list of upcoming conferences of interest, and investigate the cost of exhibiting at them, and that a project proposal for such activity might be prepared for review by the Regional Geriatric Program. Françoise Hébert also volunteered to draft a proposal for the MOH regional director asking for sustained funding for the Toronto Dementia Network.

9. Succession Plan / Revised Terms of Reference

Documents 2004.6.8-6.1 and 2004.6.8-6.2

Françoise Hébert reviewed highlights of the revised Terms of Reference (documents 6.1 and 6.2). Certain changes to the revisions were agreed to.

MOTION: That document 2004.6.8.-6.1 "*The Toronto Dementia Network - Steering Committee - Terms of Reference*" be approved as revised. Carried (Mallia / Ross)

Continued funding for the Toronto Dementia Network was raised as a concern. Rhona Phillips noted that proposals to the Ministry must come from already- funded organizations. The Committee once again thanked Rhona Phillips for her excellent advocacy on behalf of the network.

10. Next Meeting and Adjournment

The meeting adjourned at 11:00 a.m. The Coordinator will propose a number of dates for the next meeting in October, 2004.