

# Toronto Dementia Network

## Minutes of the Eighth Meeting of the Steering Committee held at 10 a.m. on February 10, 2004 at the Toronto District Health Council

### Present:

Dr. Rory Fisher (Co-chair)	Regional Geriatric Program of Toronto
Françoise Hébert (Co-chair)	Alzheimer Society of Toronto
Dr. 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)
Rhona Phillips	Ontario Ministry of Health and Long Term Care
Rena Postoff	West Park Health Care Centre
Cori Ross	Toronto District Health Council
Dr. David Ryan	Psychogeriatric Resource Consultant Program
Angela Mendes	Coordinator, Toronto Dementia Network

### Regrets:

Joy Richards	Baycrest Centre for Geriatric Care
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### 1. Welcome and Introductions

Dr Fisher welcomed those present. Members of the Steering Committee introduced themselves.

### 2. Approval of Agenda

The agenda was approved as distributed.

### 3. Approval of Minutes of November 25, 2003

The minutes of the meeting of November 25, 2003 were approved as distributed

### 4. Budget Update - Continued Funding

The budget for 2002 - 2004 (revised January 15, 2004) was reviewed. Françoise Hébert announced that the Regional Geriatric Program of Toronto has agreed to make one-time funding of \$80,000 available to the Toronto Dementia Network. This will include \$55,000 to the Alzheimer Society of Toronto for twelve months starting on February 2, 2004, to employ Angela Mendes as Coordinator for the Toronto Dementia Network, providing administrative services and web site development and maintenance. An additional \$25,000 will be available for other Dementia Network projects, subject to approval by the Steering Committee and the Regional Geriatric Program.

### 5. Community Consultation Project

Dr David Ryan distributed 3 documents:

- *A Report on the Dementia Network Community Consultation Process*
- *Appendix 1 - Draft Build-A-Case: A Brand New CME Technique that is Peculiarly Familiar*
- *Appendix 2 - Build-a Case Prototypes*

Dr. Ryan reviewed Project activities to date. Between September and December 2003, a series of six meetings were held in localities corresponding to the CCAC offices in Toronto. Some 158 invited organizations participated in the process. The Build-A-Case method was used to develop 27 'typical' cases of dementia care for people living in the community. After constructing the cases, participants were invited to develop realistic intervention plans, as well as ideal plans that could be provided in an ideal world. Gaps between real and ideal were identified and sorted into the three categories of *service, knowledge* and *communication*. Subsequently, participants were asked to rate the importance of each gap. Project expectations were to develop a set of illustrative case studies on dementia care, to identify gaps in the system of care for persons with dementia, and to identify local differences, if any. Most participants were enthusiastic about the Build-A-Case experience which was judged valuable and informative.

A more detailed discussion about the research findings and their implications was proposed for the next meeting of the Steering Committee. A task force composed of Dr. Ryan, Pam Goldsilver, Eric Hong, Marta Krywonis and Vija Mallia will prepare a presentation to focus the discussion and identify priorities for next steps.

It was suggested that investigating service gaps in residential care was equally important, as half of people with dementia live in long term care or other residential facilities. There was general agreement that this would need to be the subject of a different project sometime in the future.

#### **6. Dementia Toronto Online - Update**

Angela Mendes distributed a report on the web site. Use of the site continues to increase, with 7,153 sessions logged in January. Caregivers, health care professionals and others are contacting the site on a wide range of issues. Where appropriate, matters are forwarded to Alzheimer Society of Toronto counsellors who are able to offer more personal assistance.

New pages added to the web site since the last meeting include information about the different types of dementias, Frequently Asked Questions (FAQs) and Events (educational, workshops, social) for people with dementia, their caregivers, and health care professionals. Steering Committee members were invited to submit information on coming events. It was suggested that a selection of cases developed in the Community Consultation Project should be added to the website as an educational and orientation tool.

#### **7. Next Steps - Evaluation of Strategies and Activities**

Françoise Hébert distributed *The Alzheimer Strategy - An Update on Activities*. Dr. Fisher will provide further information about Coming Together to Shape the Future conference that he will attend.

The Toronto Dementia Network was formed almost two year ago, and Françoise Hébert suggested it may be advisable to develop a succession plan for an orderly rotation of membership on the Steering Committee. This would involve setting terms of office, and developing a governance protocol. Rhona Phillips suggested that the Toronto Dementia Network Terms of Reference be resent to members. It was agreed to include this item on the agenda for the next meeting.

#### **8. Next meeting and adjournment**

The next meeting will be held on April 27, 2004 at 9:00 a.m.  
The meeting adjourned at 11.20 a.m.