

Ontario Dementia Advisory Group

Meeting Minutes

Monday January 12th, 2015

11:00 a.m. – 12:30 p.m.

Present: Nancy, Maisie, Bea, Gina, Delia, Lisa, Mary Beth, Bill, Elaine

Regrets: Phil Caffery, Brenda Hounam

Nancy Rushford	Program Director at the Alzheimer Society of Niagara
Maisie Jackson	Connected with the Alzheimer Society of Niagara
Bea Kraavenhof	Connected with the Alzheimer Society of Niagara
Gina Bendo	Alzheimer Society of Niagara
Delia Sinclair	Alzheimer Society of Ontario, Public Policy and Advocacy
Phil Caffery	Alzheimer Society of Ontario, Public Policy and Programs
Lisa Loiselle	MAREP, University of Waterloo
Brenda Hounam	Paris, Ontario, spokesperson and advocate
Mary Beth Wighton	Southampton, advocate, FTD
Bill Heibein	Advocate and spokesperson
Elaine Wiersma	CERAH, Lakehead University

1. Reviewed meeting minutes from January 12th, 2015

- There were no questions about the notes from the previous meeting.

2. Updates and information regarding the meeting with the Ontario government

- On Thursday, Jan 8th, the letter of support was mailed to Indira and an electronic copy was sent to the Minister of Health and the Minister Responsible for Seniors Affairs.
- Delia followed up with the executive assistant and it was suggested that the meeting should be scheduled for the last week of January (Jan 27th, 28th or 29th) or for the first week of February (Feb 2nd, 3rd or 4th).

- They are flexible on the location and we just need to propose the date suitable for our group. They also understand why we want to have two separate meetings (one for persons living with dementia and one for partners in care).
- Information regarding transportation funding was not discussed. However, it seems that some sort of budget is available for the members of the advisory group to travel to the meeting.
- The options proposed for the meeting location included Niagara or somewhere near the Toronto Pearson International Airport. For those who cannot attend the meeting in person, we will see if it is possible to join the meeting online.
- As for the date of the meeting, we will propose January 28th as our first option, preferably around early to mid-afternoon. A minimum of 2 hours is required for the meeting. If January 28th is not available, Feb 4th is the other option.
- Delia provided us with some context on what the meeting will look like:
 - Typically, meetings are contained and not too large. Indira will be there with 1 or 2 of her staff. The Minister Responsible for Seniors Affairs will be invited, but his attendance is not guaranteed.
 - It seems like we are able to steer the meeting as Indira is open to take expertise from people with experience.

3. Discussion around key messages for the meeting with the Ontario government

- It was suggested that the discussion should be divided into 2 main areas: key messages about the process and key messages in terms of content.
- Key messages surrounding the process refers to what we want to see in terms of engagement and involvement of people with dementia within the ongoing development, implementation and evaluation of the strategy.
 - We need to communicate the “Nothing about us without us” message, key principles for meaningful engagement, how they should think about involving people with dementia, etc.
- Key messages about the content of the plan refers to the actual changes that we want to see in terms of the community.
 - We could use the document titled, “PALWWD 10 recommendations for dementia plans” that Mary Beth shared as a guideline.
- We should focus on the key messages about the process first as there might not be any time in the meeting to discuss the key messages in terms of content, but we will prepare information for both areas.
- It was brought up that the group needs to think about how we will represent ourselves if we cannot meet face to face. This issue was added onto the “hot topics” list.
- Regarding what we want to tell them in terms of how people with dementia should be engaged, the documents (Strengthening the Involvement of People

with Dementia, and Listen to us) provided by Elaine include very important and useful information.

- We need to pay close attention to the information on page 12 (Five Core Components) and page 13 (Factors to consider when involving people in service planning) of the “Strengthening the Involvement People” document.
- It was suggested that we should have an executive summary of these documents. We can have 3 or 4 key values that will underlie meaningful consultation of people with dementia.
 - Delia and Mary Beth will draft the summary and will send it out for review before the meeting on Mon, Jan 19th.
 - We will review and finalize the document during the meeting. We will also see if a diagram would be appropriate to represent the information.
- To be prepared for the meeting, we also need to learn more about the people who will be attending the meeting and the Ministers involved. Delia will create a document with the profiles of the people we will be working with.
- It was also recommended that we should meet an hour before the actual meeting if possible.

Action Items:

- Giselli will send out the meeting minutes and agenda.
- Delia and Mary Beth will develop a draft of the executive summary and will circulate it to the group before the next meeting for review.
- Delia will submit our proposed date and time for the meeting.
- Delia will create a document with information about the people who will be attending the meeting and the Ministers involved.

Next meeting:

Monday, January 19th, 2015

11:00 am – 12:30 pm