

Adult Day Program Association | MINUTES

Meeting date | 23 January 2026 Time | 9:30 - 11:00 am

Meeting location | Teams Platform online.

AGENCY REPRESENTED	PRESENT	REGRETS
Penny Bodnoff, The Good Companions – <i>Chair</i>	X	
Allan Cormier, Ottawa West Community Support – <i>Vice Chair</i>	X	
Sylvia Nicol, Carleton Lodge Day Program (City of Ottawa) – <i>Treasurer</i>	X	
Arnprior Regional Hospital – The Grove – Michaela McClymont	X	
Abbotsford House at the Glebe Centre – David O’Neill	X	
Beth Donovan Hospice – Sue Walker		X
Bonnechere Manor ADP – Erin Wilson	X	
Bruyère - Résidence Saint-Louis – Anisha Mehreja	X	
Carefor Health and Community Services – Eastern Counties – Natacha Brisson		X
Carefor Ottawa (Perley Site) – Erica Miskiman Beaton		X
Carefor (Carling) – Cheryl Conway	X	
Centre d’accueil Champlain (City of Ottawa) – Manon Geoffroy	X	
Eastern Ottawa Resource Centre – Julia Fatuma		X
Harmer House – Jenna Redman		X
Hospice Care Ottawa – Kayla Savoie		X
Jewish Family Services - Seniors Support Services - George Sladowski		X
J. W. MacIntosh Community Support Services – Sarah Speer	X	
Marianhill – Christine Wassing	X	
Montfort Renaissance – Guillaume Gervais	X	
The Good Companions – Justin Sauvé		X
The Olde Forge Community Resource Centre – Jacinthe Gosselin	X	
Vista Centre Brain Injury Services (VCBIS) – Denis Boileau		X
Western Ottawa Community Resource Centre– Brad Hammond & Elisa Robledano-Salazar	X	
Rural Ottawa Support Services South (ROSSS) – Ashley Bouwman	X	
Royal Ottawa Geriatric Day Hospital – Greg Stenman		X
GUEST – William Laurin	X	
PARTNERING AGENCY	PRESENT	REGRETS
CSS Shared Resources, Ontario East – Chris Cobus	X	
Dementia Society of Ottawa and Renfrew County –		X
Ontario Health at Home – Isabelle Meunier	X	
Para Transpo – Laura Anderson & Simon Harris	X	

AGENDA ITEMS

1. Welcome and Introduction

Penny Bodnoff, ADPA Chair, opened the meeting and welcomed members.

2. a) Approval of agenda

The 23 January 2026 agenda was approved. Motioned by Allan Cormier and seconded by Sylvia Nicole.

b) Approval of minutes

21 November 2025 ADPA Meeting Minutes were approved as circulated. Motioned by Manon Geoffroy and

seconded by Sarah Speer.

3. Para Transpo News & updates with Laura Anderson & Simon Harris

Nothing formal to report. Received the following feedback/questions from ADP Providers:

- pleased with Web Care Product. Simon noted that with this new tool, online bookings are up 50%.
- **Can each agency choose to have only one 'login password', or must each staff using it have a unique password?** Simon acknowledged that agencies are given a choice when they set up the system.
- **If client misses their morning ride to the ADP, but arrives via another means, is there a quicker way for ADP to reach Para Transpo to ensure the client can still be picked up at the end of the day to return home?**
- Yes, there is a way to access Para Transpo more quickly (option 3 on telephone prompt) to deal with "same day emergencies".

Information provided by Simon Harris from Para Transpo:

For same-day inquiries requiring a priority response, please call 613-560-5000 and follow the steps below:

- Press 1 for English or 9 for French
- On the second menu, press 1 for Para Transpo
- On the third menu, press 3 for same-day inquiries

This phone line is available from 6:00 a.m. to 12:30 a.m. Please note that this option cannot be used for next-day reservations; however, it can assist with same-day pickups or adjustments and is routed through a higher-priority call queue.

- **If clients are not able to travel 3 in the back seat of Para Transpo vehicles, what can they do?** They can change their profiles to request Para always send either a Van or Bus.
- **Has there been a change in policy re: taxis not always accepting coupons?** No, all taxis used by Para Transpo (Westway, Blueline and Capital) are to accept coupons, however, passengers must alert the company that they are using coupons for payment when they arrange the ride.

4. Drumming with William Laurin

William provided an interactive drumming experience to all in attendance. It was acknowledged that he has been providing drumming sessions at several ADPs in Ottawa and would welcome the opportunity to be involved with more. If interested in more details on William's drumming services, please send him an email william.laurin22@gmail.com Penny noted that the 2026 ADPA Conference Committee have already booked him to present at this year's conference.

5. Ontario Health At Home Update – Isabelle Meunier

Nothing formal to report. Received the following feedback/questions from ADP Providers:

- **If staff change/accounts become deactivated, how can they get access to HPG?** There is a form to complete to activate/reactivate HPG accounts (HPG SAA User Agreement). **Action:** Isabelle to send this to Penny to circulate to the group. ADP can also set up 'notifications' so they receive notice if any accounts are soon to be deactivated.
Chris Cobus noted that an ADP Checklist to help agencies with onboarding new staff is available. **Action:** Chris to provide Penny with a current copy for circulation to the group.
- **Can there be two-way communication between ADP Providers and Ontario Health at Home via HPG?** Not yet, but this has been 'flagged' to the province as something that would be beneficial.

6. CSS Shared Resources, Ontario East Update – Chris Cobus

The following items were reported:

- **Friendly Reminder:** Next region-wide OHE ADP Providers meeting being held on Tuesday, 27 January, 2026 at 10 am online.
- **DementiAbility Training** returning to Champlain, thanks to support from the Champlain Dementia Network, GPCSO, and CSS Shared Resources, Ontario East. Stay tuned for an email outlining further details.
- **OCSA Townhall, 26 January 2026, focused on ADP Best and Promising Practices as presented by the Ontario Health West region.** Several regions throughout the province acknowledged that they too have/are about to work on a similar document (including our region: Ontario Health East – OHE). OCSA pulling together ADP Providers from across the province interested in exploring the idea of creating one provincial document, from work already done, to support the adoption of common guidelines across Ontario. Will also be looking at the creation of an ‘ADP Self- Assessment’ tool for use by Providers for internal QI/accreditation preparation purposes. OHE ADP Providers to review a draft ADP Self-Assessment tool at their upcoming meeting.

7. The Dementia Society Updates

No one present to report.

8. Business Arising

8.1 Sylvia Nicol, ADPA Treasurer, indicated the **current bank account** stands at \$6730.78. Some agencies have yet to pay their membership fees. Sylvia will be reaching out with a friendly reminder.

8.2 The **2026 ADPA Conference Committee** has met and set a date: Friday, September 18, 2026 at the Ron Kolbus Lakeside Centre in Ottawa. Lots of positive remarks and feedback from last year’s surveys to guide future planning.

Action: Anyone interested in joining efforts underway to plan this event are welcome to contact Penny pbodnoff@thegoodcompanions.ca

8.3 **ADPA Terms of Reference** – in progress. **Action:** Chris to inquire if CSS Shared Resources, Ontario East might help with translation.

8.4 ADPA Executive Nomination – Natalie Harrison has agreed to put her name forward for the role of Vice Chair.

9. Round Table Discussion

Carefor Carling – Cheryl Conway

- 2 programs - Dementia and Mental Health supports (Let's Get Together)
- Staying at Carling site until March 2027
- Have a higher than usual degree of absences this season due to the weather, falls, and flu.
- Have a waitlist
- Clients more frail, and therefore expressing higher needs.

OWCS – Allan Cormier

- Also experiencing a higher degree of absence, among both clients and staff, due to weather, illness, lock downs.
- Making progress on waitlist; finding many no longer available/interested when approached.
- Virtual activities continue, including telephone BINGO

Day Hospital Program at Royal – Greg Stenman

- Dementia and Mood Disorders Program
- Complexity of needs increasing; increase in cognitive decline
- Currently have capacity for 4 to 5 more people per day
- Struggling with admissions; admissions process being reviewed.
- Physical Fitness program available for seniors – part of a research project will provide Penny with outline of details for the group.

WOCRC – Brad Hammond & Elisa Robledano-Salazar

- full, at both McNeil Street and Hollyer House
- growing waitlist
- noticing more illness and absence this winter

The Good Companions – Justin Sauvé

- 64 ongoing clients
- 39 waiting
- More absences due to illness, lack of transportation, access to other ADP Programs in the city
- Clients physically more frail

Rural Ottawa South Support Services (ROSSS) – Ashley Bouwman

- 2 programs – Manotick and Kenmore regions
- Have capacity; may consider a different location
- A lot of absences

Carleton Lodge – Sylvia Nicol

- Had a flood on Dec27 which displaced 40 Residents and resulted in closure of Day Program; staff deployed to assist in LTC
- Just opened again this week (Wednesday, Jan 21)
- Noticing a big decline in clients' wellbeing
- Heavy care required

Montfort Renaissance – Guillaume Gervais

- Francophone program; 4 days/week (Monday, Tuesday, Thursday, Friday)
- referrals increased in Jan
- close to full capacity

E.O.R.C. – Julia Fatuma - 18 people per day, Monday to Friday, 60 people on waiting list

Centre D'accueil Champlain – Manon Geoffroy

- Full, 6 ppl on waitlist

Bruyère – Anisha Mehreja

- Anisha is leaving position.
- Amanda Roebuck will be attending meetings.

Olde Forge – Jacinthe Gosselin

- All going well.

J.W. MacIntosh – Sarah Speer

- Some turnover in clients
- 2 open spots to fill currently
- Have a waitlist
- Implemented a weather policy this year, aligning program closures with school bus cancellations

Further Discussion:

- Ontario Health atHome (Isabelle)
- We must make 3 attempts to contact clients referred
- OHaH discharges clients who are admitted into hospital. ADP's do not, but could discuss amongst all agencies to see if files should be closed for people on waiting lists who are admitted to hospital.
- There has been a change to the process in the intake department.
- Information and Referral, for those people wanting ADP referrals only, they can not put the contact for the client on the ADP Consultation Summary.
- Isabelle will review the process to see about adding the contact and at minimum provide a diagnosis.

10. Adjournment

Meeting adjourned shortly after 11 am.

Next Meeting: Friday, 27 March 2026 at 9:30 am via Teams.

Penny reminded the group to make it a habit to update their program status monthly on Teams. Any questions about access to the ADP Status Chart, contact Chris Cobus ccobus@accesscss.ca