

ADP Providers Service Network

Meeting Notes

27 May 2025 at 10 am

Attendees: Colleen Taylor, Chair (The Olde Forge), Monique Thibodeau-LaFlamme (Montfort Renaissance), Penny Bodnoff (ADPA Chair & The Good Companions), Denise Rousseau & Anisha Mehreja (Bruyere Health Senior Living), Erin Wilson (Bonnehchere Manor ADP), Sylvie Lefebvre (Services Communautaire Prescott-Russell), Mathew Ottaviani (The Good Companions), Michaela McClymont (Arnprior Regional Hospital), Della Hart (Rural Ottawa South Support Services), Pono Traore (Eastern Ottawa Resource Centre), David O'Neill (Abbotsford Community Support / The Glebe Center), Constance Coburn (Ontario Health at Home), Tanya Mac Donald (The Perley and Rideau Veterans' Health Centre) Jessica Chong (Perley Health), Carole Green (DSORC), , Laurie Legue (GIAG), Tammy Doxtator (Carefor), , Nathalie Harrison (), Amy Bevilacqua ().

Reem Haddad (note taker) & Paul Koval (CSS Shared Resources).

1. Welcome and Introductions

Colleen Taylor, Chair welcomed everyone.

2. Agenda Review and Acceptance

Accepted as circulated.

3. Acceptance of last meeting notes (25 Mar 2025 & 24 Apr 2025)

Accepted as circulated.

4. Old Business - Champlain ADP funding discussion – item #6 from last meeting.

Champlain ADP Funding

- Champlain Legacy Training Fund: ~\$17,000; \$8,000 committed to September ADPA conference. Remaining funds available until March 31 for regional ADP projects.
- Members invited to propose ideas tied to guidelines or service improvements (email Colleen, Chris, or Reem).

New ADP Guidelines

- Shared across the OHE region. May be challenging for some agencies to meet due to funding/capacity limits. Agencies encouraged review and identified gaps.

OHE Integration

- April 24 meeting with Central East & Southeast highlighted benefits of cross-regional collaboration and standardization.
5. **Ontario Health at Home update – Isabelle Meunier , Isabelle** was double-booked and unable to attend this meeting. Colleen encouraged forwarding any questions to her and hopes she can attend future meetings. **Action :** Penny confirmed Isabelle attended the recent ADPA meeting and will share a brief update (included in the draft minutes reviewed by Penny).
 6. **OHE ADP Providers meeting notes (24 April 2025 - attached) – follow-up? Next meeting: 24 June 2025 meeting** is still scheduled in calendars—this will include all three regions (Champlain, Central East, Southeast). **Action :** A smaller planning meeting is also to rescheduled. Its purpose is to prepare for the June 24 meeting.
 7. **Future ADP meetings – frequency of OHE ADP mtgs. and Champlain ADP Providers? Series of mtg. invites for Sept 2025 – Mar 2026.** Colleen asked: How many meetings would you like to have? Did you find the all-region meeting helpful? Would you support continued cross-regional collaboration and discussion?

The group agreed to:

- Maintain **regular small-group meetings** (every 2–3 months).
- Add **2–3 larger cross-regional meetings per year** (semiannually or triannually).
- Use shared time to:
 - Work on common goals like funding models and service standards.
 - Share best practices and success stories.
 - Explore what’s working in rural areas or smaller agencies.

8. Agency Highlights to share.

lighthearted Time Capsule Conversation: Erin Wilson shared that her agency was digging up a buried time capsule the agency’s ADP program buried many years ago and making an event of it. Erin noted a retired staff member recalled its location, and some "pre-digging" would be done to confirm. There was a humorous suggestion to forge old-looking letters if the capsule wasn’t found.

Conference Announcement:

- Penny Bodnoff promoted the upcoming ADP conference on **Friday, September 12** at Ron Kolbus Lakeside Centre. Registrations will open soon.

9. Other, Guidelines

Self-Assessment Tool for New ADP Guidelines:

Proposal to update a previous self-assessment tool to align with new standards. Tool would support internal reflection and planning (not for external evaluation) Carole Greene said that she had created this tool and a few people said they might have it to share.

Action: Penny Bodnoff to check if the previous version of the tool is available on the Teams channel, used to update the status chart.

DNR Discussion (Adult Day Programs)

Monique raised the issue of unclear DNR status during emergencies. Agencies discussed whether DNRs are included in their intake processes. Agreed to share and review intake forms to improve consistency. Monique is going to include DNR in her intake process moving forward.

Next Steps: Agencies are encouraged to **review and share** their intake forms (including DNR practices). Colleen offered to collect these and explore alignment with the new guidelines. Monique will move forward with the DNR in her intake process based on this discussion.

Client Retention Challenges in ADPs

Monique Thibodeau-Laflamme raised concerns about how Adult Day Programs (ADPs) are being introduced to caregivers and clients. Often, individuals are referred or "signed up" by care coordinators without clear communication or thorough explanation. As a result, clients show up confused or reluctant, saying they didn't agree to the program.

Della raised concerns about new clients not staying in programs. Even with gradual introductions, caregivers often say their loved ones don't want to attend, leading to early withdrawal. She questioned whether this is a broader issue.

Colleen and Michaela confirmed similar experiences—clients not sticking with the program, possibly due to frailty or caregiver burnout. Laurie noted that caregivers under greater stress are more likely to persist, while those with more support may be less motivated to encourage attendance.

Penny and Colleen suggested it's becoming harder to get clients in the door and keep them, and that more insights from coordinators/program assistants might help. **Action:** Penny offered to circulate a question to gather broader feedback before their next meeting.

10. Next meeting of Champlain ADP Providers to be booked for late Sep 2025 instead of Oct. **Action: Date** and series will be sent out.