

ITEM	17
MANAGER'S REPORT NO.	83
COUNCIL MEETING	1978 11 27

RE: THE USE OF SPACE IN THE WEST BUILDING BY THE HEALTH DEPARTMENT

Following is a report from the Medical Health Officer regarding the proposed use of space in the West Building.

RECOMMENDATION:

1. THAT the recommendations of the Medical Health Officer be adopted.

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TO: MUNICIPAL MANAGER 1978 NOVEMBER 21
 FROM: MEDICAL HEALTH OFFICER
 RE: THE USE OF SPACE IN THE WEST BUILDING BY THE HEALTH DEPARTMENT

A review of Health Department use of space for the Long Term Care Program and Speech and Hearing Centre is provided for the information of Council.

It is proposed to relocate the Home Care Program to the first floor of the West Building.

RECOMMENDATIONS:

1. THAT Council approve the relocation of the Home Care Program to the first floor of the West Building, if the Ministry of Health gives budget approval.
2. THAT Council approve the Health Department's use of the conference room in that part of the first floor of the West Building which is currently vacant until such time as Home Care is relocated.

REPORT

REVIEW OF HEALTH DEPARTMENT USE OF SPACE FOR THE INFORMATION OF COUNCIL

Long Term Care

The Long Term Care Program began in 1978 January and has been occupying space in the West Building. Until Human Resources finally vacated the building in April, a temporary arrangement to use 839 square feet had to be made. From April to 1978 August the Long Term Care Program occupied 3,538 square feet.

As the program has developed, the amount of space now required is 4,830 square feet. This area is outlined in the attached floor plan. (Appendix 1) To this has to be added 700 square feet for common area dispersement. Total - 5,530 square feet. It has been fortunate that this space became available, as it would have been more difficult to establish the Long Term Care Program in a separate location.

ITEM	17
MANAGER'S REPORT NO.	83
COUNCIL MEETING	1978 11 27

- 2 -

158

It has not yet been possible to present a formal lease to Council for approval as the details have not been completed. The delay has been with the Provincial Government, due to some confusion as to whether the British Columbia Building Corporation should be involved, or whether the rent will be paid directly by the Ministry of Health as it has been to date. At the moment the rent is billed monthly to the Long Term Care Program in Victoria. This is a 100% provincially funded program.

Speech And Hearing

The Hearing Centre is almost completed. An Audiologist and Audio-Technician (Provincial staff) have been working in the Health Department since August 01. Sufficient equipment was installed to allow them to proceed with some work, but it was not possible to establish the complete program because of delays with contractors and the finalizing of a job classification for the clerical help. This program became fully operational on October 16. An official opening will be held when the furniture, drapes, etc. arrive and the remaining cupboards are installed.

The Speech Therapist in the Health Department has been moved downstairs so that there may be coordination of Speech and Hearing Programs.

The Speech and Hearing Program occupies space adjacent to the Long Term Care as indicated on the attached floor plan (Appendix 1). That is 2,205 square feet plus 320 square feet common area dispersement. Total 2,525 square feet. This is an increase in the space estimated in the report of 1978 April 05. The original estimate of 1,200 square feet was based on provincial figures on the basis of experience in other districts. The increase is due to locating the sound booth and offices into the existing building with as little reconstruction as possible. The Municipality provides the space for this program.

Proposal To Relocate The Home Care Program

There has been considerable growth of the Home Care Program resulting from the Hospital Replacement Program, a general increase in the service, and the extra duties added for Long Term Care. The space now occupied on the second floor is inadequate. (See Appendix 2). The Ministry of Health has been requested to approve the costs related to providing adequate space for this program (100% provincially funded). If this money is forthcoming it is proposed that Home Care be moved to the first floor because (a) there is space
(b) Home Care should be located near the Long Term Care Program.

Approximately 3,300 square feet is being requested. This would occupy the part of the first floor as shown in the attached plan (see Appendix 1), less space provided for the Red Cross which has to be negotiated. I am requesting approval in principle from Council to move Home Care to the first floor of the West Building, providing provincial funds are available. Home Care is a 100% provincially funded program.

Use of Space Vacated By Home Care On Second Floor

This space is 1,038 square feet (see Appendix 2). When Home Care is relocated on the first floor, the Health Department would use the vacated space as a meeting room by the use of baffles, to replace the conference room downstairs, which would become a central supply room for the Home Care.

..... 3

ITEM	17
MANAGER'S REPORT NO.	83
COUNCIL MEETING	1978 11 27

- 3 -

Red Cross

The Red Cross has requested more space in the building - a minimum of 200 square feet. Five thousand dollars was donated by the Red Cross in 1973 at the time of construction of the building, and they have been occupying 129 square feet plus storage in the basement. There is now a request for a minimum of 200 square feet to include office space plus storage space for smaller items, in addition to the 144 square feet storage area in the basement for larger equipment. This has been discussed with Mrs. Armstrong of the Red Cross who is aware of the proposal to move Home Care to the first floor, and would wish the Red Cross space to be in the same area. It has not been possible to proceed too far with this request as the space in question will depend on moving the Home Care Program. Mrs. Armstrong is being kept informed on the current situation with Home Care and any plans for Home Care include space for the Red Cross. The Ministry of Health will not pay rent for Red Cross space in the Home Care budget. When a more definite plan is available, some agreement will have to be reached concerning the Red Cross space. This will be the subject of a further report to Council when there is more complete information.

Request For Permission To Use The Conference Room On The First Floor

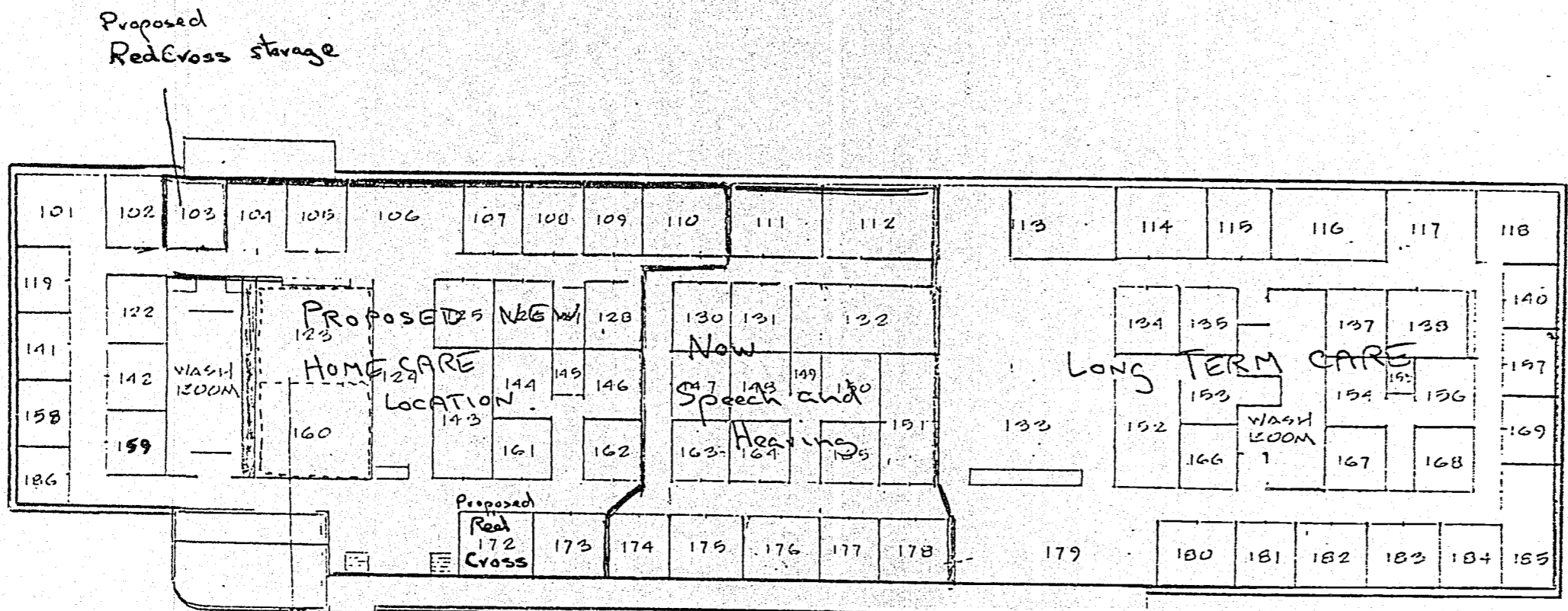
The Health Department requires meeting room space. When Human Resources occupied the first floor of the West Building, it was possible for us to book the conference room on that floor. I am requesting permission to use this room (123 and 160 on attached floor plan Appendix 1) in the interim until the Home Care Program is relocated.

S.L. Hemming
S.L. Hemming, M.B., D.P.H., F.R.C.P.(C)
MEDICAL HEALTH OFFICER

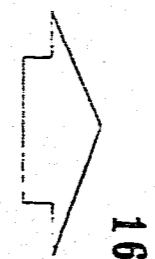
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attachment

Appendix 1



This is the conference room which the Health Department wishes to use until Home Care is relocated.



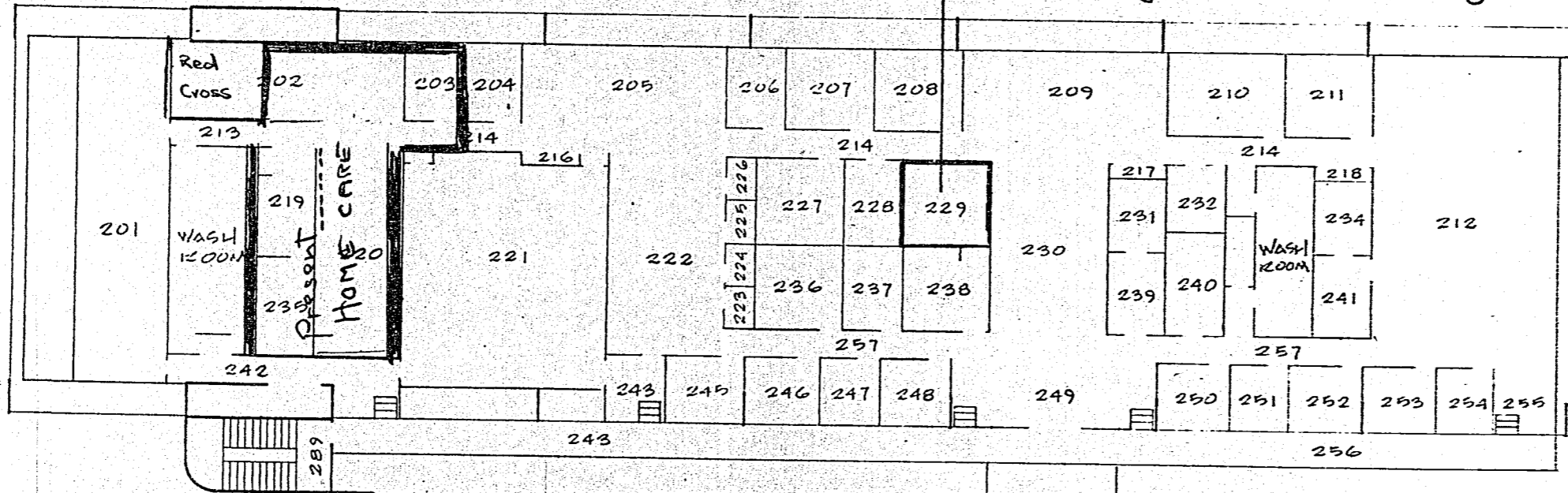
160

1ST FLOOR PLAN
WEST BUILDING

ITEM	17
MANAGER'S REPORT NO.	83
COUNCIL MEETING	1978 11 27

Appendix 2.

At the moment, home care supplies and dressings are made up here. It is bad because
 a) it is in the midst of the clerical office
 b) Does not allow for proper "clean" and "dirty" areas for cleaning and sterilising



ITEM	17
MANAGER'S REPORT NO.	83
COUNCIL MEETING	1978 11 27

161

Appendix

2ND FLOOR PLAN
WEST BUILDING