

Meeting Minutes

Date: Thursday March 10, 2016
Time: 1200 hours
Location: Board Room
Present:

Members			
R	Cathy Dufresne	R	Linda Evans
√	Candace Kaine	√	Helen LeBlanc
R	Susan Magalas	√	Bonnie Monteith
R	Jessie Rowntree	√	Debra Simpson
√	Margo Stone	√	Janice Twaddle

Guests		
	R	Carol Brophy
	√	Tom Harrington

√ = present
R = regrets

1. Call to Order – meeting called to order by Candace at 12:25 pm.
2. Approval of Previous Minutes
 - a. That the January 14, 2016 meeting minutes be approved, as circulated.

Moved by: Margo
Seconded by: Bonnie
Carried
3. Business Arising
 - a. Bathing – reported that bath times were missed during recent GI outbreak period. Reviewed protocols and will follow up with Nursing Administration and report back.
 - b. Laundry – members thanked Tanya Burnside for attending. The discussion was helpful in better understanding the operations.
4. Round Table
 - a. Recognition of Resident Passing – dialogue regarding what actions take place to recognize when a resident passes away at the Home. Discussion included support for residents who do not have family nearby to be present, possible use of palliative care volunteers, picture displays as seen in other Homes, and attendance at funeral services. Will be added to next meeting agenda to review with Carol Brophy as head of pastoral services.
 - b. Sewing Service – a member related being asked to provide open-backed clothing for a resident. Wanted to use existing clothing and have them mended. Could not find a local provider to do the work. Would be helpful if the Home had a service provider available to do this work. The Home does not have a designated service provider; however, members shared contact information for sewers in the community.
 - c. Housekeeping – a member expressed a thank you to environmental staff for

* denotes an electronic attachment



- doing a good job cleaning and maintaining the appearance of the building.
- d. Dining Room Service – discussed recent changes in dining times. Noted that the times have reverted back in some areas with little notice. More timely communication of changes would be helpful. Further discussed dining room routines and feeding assistance provided to residents. Would be helpful to have more discussion with management representatives at an upcoming meeting to share observations.
5. Other Business
- a. OANHSS Information: Pre-Budget Campaign – Ensuring the Care is There
 - i. Received package for information.
 - b. 2015 Satisfaction Survey Results
 - i. Tom presented the 2015 annual satisfaction survey results.
 - c. Nurse Practitioner Initiative Update
 - i. Tom reported that the Home has received confirmation of funding for a full-time Nurse Practitioner position. The Home has recently completed the funding agreement and recruitment will be underway shortly.
6. Date and Time of Next Meeting – Thursday April 14th, 2016 at 12:00 pm.
7. Adjournment – meeting adjourned at 1:45 pm.

