

Meeting Minutes

**Date:** Thursday November 19, 2015  
**Time:** 1200 hours  
**Location:** Classroom

**Present:**

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

Guests		
	R	Carol Brophy
	√	Tom Harrington

√ = present

R = Regrets

1. Call to Order – meeting called to order by Debra Simpson at 12:20 pm.
2. Approval of Previous Minutes
  - a. That the October 29, 2015 meeting minutes be approved as circulated.
 

Moved by: Susan Magalas  
 Seconded by: Helen LeBlanc  
 Carried
3. Business Arising
  - a. Process for Non-Urgent Communications
    - i. Members queried the status of this previous suggestion and were advised that it is going through the Leadership Team review process. Update expected at the next meeting.
4. Round Table
  - a. Social Work Services Status:
    - i. Queried the status of Social Services for residents. Administration advised that the Home has just recently entered into a contract for services agreement with Lanark Leeds and Grenville Addictions and Mental Health. They are currently working on backfilling the social work services position in order to free their staff member up to provide Monday to Friday onsite service at SLL. The new schedule is about to go into affect very shortly.
  - b. Lost and Found
    - i. A question arose regarding the process for lost and found items. One of the members recounted a recent experience that seemed to be

\* denotes an electronic attachment



convoluted. Suggested that there be a more central location and that the Home use alternate staff when nursing is busy. During discussion, others reflected that they had a more positive experience. Also, noted the need to access lost and found items during after hours is important. Members asked to confirm the process at the next meeting.

c. Sewing Service

- i. A member has had to have clothing altered to an open back style recently. It would be helpful to have information on potential providers for sewing services.

5. Other Business

a. Long Term Care in Ontario Presentation

- i. Tom Harrington provided an overview of the Long Term Care Sector in Ontario to provide new members with a frame of reference for items they will encounter as members of Family Council.

b. MOHLTC Annual Compliance Inspection (RQI) – update

- i. A general discussion regarding the 2015 RQI process which has just recently begun at the Home.

6. Date and Time of Next Meeting – Thursday January 14/16 at 12:00 pm.

7. Adjournment – meeting adjourned at 1:35 pm.

