

- Meeting Minutes -

Date: Thursday September 18, 2014
Time: 1200 hours
Location: Board Room

Present: Faye Crosswell, Maureen Bradley, Jessie Rowntree, Debbie Simpson, Margo Stone.
Guests: Tom Harrington, Carol Brophy

Regrets: Estelle Street, Rita Kittle

1. Call to Order – meeting called to order at 12:20 pm by Faye.
2. Approval of Previous Minutes
 - a. That the April 17, 2014 meeting minutes be approved, as circulated.

Moved by: Margo Stone
Seconded by: Maureen Bradley
Carried
3. Business Arising
 - a. 1st Floor ADOC – members commented on the benefit of having a regular ADOC presence on 1st floor these past few months.
 - b. Physiotherapy – Carol provided an update on PT activity since the change in carriers. Overall staff capacity has been increased; continuing to monitor a number of areas including falls, contractures.
4. Round Table
 - a. Chapel Service
 - i. Noted that services are generally well-attended. Even though the Chapel area has been expanded to handle bigger crowds several residents with broda chairs are taking up a lot of space making mobility difficult for some residents in attendance. Carol is aware of the situation and is working with the local Ministerial Association members to see what options are available, such as adjusting the liturgy schedule. Expanding the Chapel space further is not really an option, as it is at its maximum at the moment.
 - b. Art Therapy
 - i. Compliments extended on the Art Therapy program. Classes are interesting and well-received by the residents.
 - c. Hairdressing Service
 - i. Discussion on the change in hair dressing services over the summer months. Members wished Yvonne Couperus all the best in her retirement after 22 years of service. She did a great job and will be missed by all. Melissa Summers has taken over for Yvonne and is settling into her new role. Members expressed that they have heard good reports so far.
 - d. Non-Compliant Smoking
 - i. Members were apprised of a situation involving non-compliant smoking and the measures the Home is taking to control the situation.



5. Other Business

- a. Fireside Lounge Redecorating Project
 - i. Carol gave an overview of the renovation work planned for the Fireside Lounge area. The extensive renovation will include flooring, window-dressing, furniture, lighting and painting. A \$20000 donation has been received from the AVP Executive to provide seed money for the work. The remediation work is underway and is targeted to be completed in early November 2014 in time for the Christmas celebrations. The Fireside Lounge will have to be closed for a 3 day period to allow for the flooring replacement.
- b. Family Council Representatives for MOHLTC Annual RQI Compliance Inspection
 - i. Reconfirmed that the Family Council representatives will be Faye, Estelle, and Margo. The RQI is to be completed before the end of 2014.
- c. SLL & SLL Foundation Update
 - i. Tom shared new corporate communications documents for St. Lawrence Lodge and the Lodge's Foundation that will be officially launched in October 2014. The documents were well received.
- d. MOHLTC Compliance Inspection Reports
 - i. Received and discussed the public copy of the following reports.
 1. April 2014
 2. July 2014
- e. Family Council Program Newsletter
 - i. Received a copy of the newsletter for information.

6. Date and Time of Next Meeting

- a. Thursday October 16, 2014 at 12:00 pm.

7. Adjournment – meeting adjourned at 1:20 pm.

