

Meeting Minutes

Date: Thursday, September 8, 2016
Time: 12:00 pm
Location: Board Room
Present:

Members			
√	Candace Kaine	√	Janice Twaddle
	Susan Magalas	√	Pamela Moorhouse
	Jessie Rowntree		
√	Linda Evans		
√	Helen LeBlanc		
√	Bonnie Monteith		

Guests		
	√	Carol Brophy
	√	Tom Harrington

√ = present
R = regrets

1. Call to Order – meeting called to order by Candace at 12:22 pm.
 - a. Resignation notice – Margo Stone
 - i. Council members were advised that Margo has tendered her resignation from Family Council. Members expressed thanks to Margo for her many contributions during her time volunteering for Family Council.

2. Approval of Previous Minutes
 - a. The minutes of the June 9, 2016 meeting were approved, as circulated.

3. Business Arising
 - a. Family Council Correspondence to Minister Hoskins
 - i. Members received a copy of the correspondence that had been prepared by the writing team and submitted to MPP Steve Clark to provide to Minister Hoskins. Kudos were given to the writing team for preparing an excellent letter. It was noted that the letter has also been shared with Committee of Management and will also be shared with the Municipal Partners at upcoming presentations.
 - ii. No response has been received from the Minister at this time. A question arose as to whether the letter had been sent to the Ombudsman’s Office. Candace will confirm with Margo.
 - b. LTC Summit Meeting – September 9/16
 - i. MPP Steve Clark is hosting a LTC Summit meeting for LTC stakeholders across Leeds Grenville. Family Council has an invitation to send 2 representatives. Linda Evans and Pamela Moorhouse volunteered to attend on behalf of Council.

4. Round Table
 - a. Balcony Door



- i. Discussion related a recent incident involving the opening and closing of an exterior door which resulted in resident injury. Discussion included set timing of exterior doors, applicable standards, process for review and audit of door performance, and location of door operator buttons. The Maintenance Department has undertaken preventive interventions to standardize exterior door operation requirements within industry standards.
 - b. Flies Observed in Building
 - i. This summer seems to be particularly bad for the presence of flies within the building. Noted on first floor in particular. Question regarding control measures that could be used in the dining rooms. Carol will discuss additional control measures with Maintenance.
 - c. Oral Care
 - i. A question arose as to oral care measures for residents with cognition difficulties. Some residents having difficulty with ill-fitting dentures which can pose problems to properly clean the dentures if not rinsed thoroughly. Carol will report matter to Nursing and follow up on mouth care protocols.
5. Other Business
- a. MOHLTC Compliance Reports
 - i. Received and reviewed compliance reports dated July 5th, August 18th, August 23rd, and September 1st, 2016.
 - b. LTC Funding Advocacy – Administration provided an update on activities related to heightening awareness of the challenges in the long term care sector due to underfunding.
6. Date and Time of Next Meeting – October 13, 2016 at 12:00 pm.
7. Adjournment – meeting adjourned at 1:25 pm.