

VICTORIA VILLAGE MANOR

MEETING: Family Council
DATE: Wednesday, November 12 2014 @ 7pm
PLACE: Gathering Room, VVM
RECORDER: John O'Halloran

PRESENT: Joanne Baker-Forth (Chair), Yvonne Parr (Vice-Chair), John O'Halloran (Secretary); Lorraine O'Halloran (Treasurer), Mike O'Halloran, Robin O'Halloran, Tracey Baker, Wendy Massarotto (DRFS), Elpidia Khan (VV Staff).
REGRETS: Kathy Beattie; Gary Norton; Cheryl Norton; Sharon Bate

Issue	ACTION	PERSON RESPONSIBLE	TARGET DATE
1. Welcome	The Chair welcomed everyone.	Joanne	Ongoing
2. Sign-in sheet and confidentiality	All Family Council members signed the meeting sign-in/confidentiality sheet.	John	Ongoing
3. Declarations of any items to be added to the agenda	None		
4. Condolences	Wendy reported 3 death since our last meeting of October 8, 2014	Wendy	Ongoing
5. Approval of Minutes from the October 8 meeting	Motion - Lorraine O'Halloran Seconded - Mike O'Halloran CARRIED Tracey Baker noted that in Item 9(2) of the October 12/14 minutes it was reported that Sheri Maynard did not seem to be aware that FC wanted to include our meeting minutes on the Victoria Village website. Tracey indicated that she had advised Sheri twice that it was our wish to have the minutes included on the web site.	All	Ongoing

6. Treasurer's Report	<p>Account Balance 3090.43 Includes Staff Appreciation \$ 415.00</p> <p>Canadian Tire: \$12.85 in CTC cash</p>	Lorraine	Ongoing
7. Secretary's Report	None	John	Ongoing
8. Quality Improvement Report	<p>Elpidia updated Family Council with the latest Health Quality Ontario statistics for Victoria Village. The stats cover 9 Benchmarks of care for LTC facilities in Ontario and are produced quarterly. VV showed improvement (below the provincial average) in the area of use of restraints. VV is above the provincial average in the area of Activities of Daily Living (ADL), Falls, and Behavioural. While VV is still above the provincial average in bladder/incontinence issues and depression, they both showed improvement (a decrease in numbers), from last reporting period. VV is comparable to the provincial average in pain issues. There were no incidents of wounds reported so this is also below the provincial average.</p> <p>If anyone requires more information or details on these benchmarks, the material is posted in the hallway outside the reception area.</p> <p>Elpidia clarified the VV policy regarding flu shots for staff members. Staff are asked to get a flu shot or a medical note from their doctor regarding not getting a flu shot. In the event that they neither get a flu shot or a medical note, they would be sent home if a flu outbreak was declared at Victoria Village. Elpidia advised that approximately 90% of staff get the annual flu shot.</p>	Elpidia	Quarterly
9 Standing Items			
a) VVM Report	<p>Dare to Dream: A third floor recipient recently attended a musical concert at a local church. It was reported that she had a "blast".</p> <p>The resident family Christmas dinner is on Friday, November 28/14 with the last day of ticket sales being November 14/14. The dinner will be in the Great Room.</p> <p>There will be a memorial service on November 19/14 for families of those residents who</p>	Wendy	Ongoing

	<p>have passed in the last approximately six months.</p> <p>The results from the recent resident/family satisfaction survey have been received by Victoria Village. 101 of the 127 surveys were completed by residents and/or families. Wendy reports that VV showed improvement in all areas. Some negative comments were received. Wendy advises these will form the basis for future improvements in those noted categories.</p> <p>Wendy advised (per Olivia) that VV cannot provide tax receipts for parking at VV.</p>		
B) Web-Site Committee	<p>Thanks to Tracey Baker for all her work on this project. The VV Family Council meeting minutes and other important FC information are now being posted on the VV website: www.victoriavillage.ca . Family Council can be found within the Long Term Care link. Tracey would appreciate any comments or suggestions for improvement to our part of the site.</p>	Tracey	Ongoing
10. OLD BUSINESS			
a) Bradford Greenhouse fundraiser	<p>Under this program, purchases made through the Victoria Village account netted 16,887 points which translates into a gift card for VV in the amount of \$168.87. Tracey will pick up the card for VV. The card will be used to purchase seasonal decorations or flowers/plants for VV. Well done to everyone who participated and we hope to see this program return next Spring.</p>	Tracey	February mtg
b) Inspection Protocols for Ministry of Health	<p>The protocol used by Ministry Inspectors when they do an inspection/audit was handed out by Wendy at our October 2014 meeting. If anyone has any questions or comments, contact Wendy.</p>	Wendy	Nil
c) Staff Appreciation Update	<p>Wendy advised that donations have been received. December 12/14 is the cutoff date so the gift cards can be purchased. The cards will be stuffed in pay envelopes on December 15/14.</p>	Wendy	January mtg.
11. New Business			
	<p>There was discussion as to whether Family Council would again provide the small token</p>	Lorraine	September

	<p>gift for each resident as we did last Christmas. It was decided that we would although in future, we need to start this discussion giving more lead-time for Christmas next year. Motion - Mike O'Halloran Seconded - Tracey Baker That Family Council provide each resident with a small food item (cupcake, etc.) as a small gift for the Christmas season. CARRIED. Mike and Robin O'Halloran have again agreed to coordinate this gift for each resident.</p> <p>There was a brief discussion about possibly changing the meeting start time to 6:30 PM from 7:00PM. This may be of some benefit to members since the fall time change makes it so dark - so early. Members present were in agreement but it was agreed to discuss this further with the other members who were not able to be here tonight.</p>	<p>Lorraine</p>	<p>mtg. January mtg.</p>
	<p>There being no further business, the meeting was adjourned at 7:57 PM.</p> <p>Next meeting - Wednesday, January 14, 2014 at 7:00 PM in the Gathering Room.</p>		