

## VICTORIA VILLAGE MANOR

MEETING: Family Council
DATE: Wednesday, February 11, 2015 @ 6:30pm
PLACE: Gathering Room, VVM
RECORDER: John O'Halloran

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

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.	All	Ongoing
4. Condolences	Olivia reported 10 deaths since our last meeting of January 14, 2015	Olivia for Wendy	Ongoing
5. Approval of Minutes from the January 14, 2015 meeting	A correction was made to the minutes of our January 14, 2015 meeting. Item 8 a.) 1 suggested that during the influenza outbreak, only the third floor staff and residents were not permitted to mix with staff and residents from other floors. Wendy corrected this previously by email to indicate that staff and residents from ALL floors were not permitted to mix with other residents and staff. Olivia indicated that during the outbreak, the fourth, fifth and sixth floors had residents who became ill while the third floor had	All	Ongoing



	<p>2.) Accreditation: This process will be coming up later this spring and involve VV staff to demonstrate that they are meeting current industry standards. Family Council input may be sought as part of that process.</p> <p>3.) Capital Expenses: As one would expect, expenses are a concern for the Board of Directors. That being said, Olivia outlined some projects which hopefully will be approved in the coming budget. Those include: painting and hallway carpeting on the fourth floor, replacement of the carpet (to a non-carpet surface) in the rear elevator, replacement of the third and sixth floor therapeutic tubs, dishwasher replacement and the purchase of some furniture in resident common areas.</p>		
B) Web-Site Committee	<p>Tracey is looking for photographs of residents which (subject to confidentiality release) could be posted on the Family Council portion of the web-site. She also asked for a photo of representative staff who had received the FC/resident family staff appreciation in December. Olivia will have staff look into both of these requests.</p> <p>There was a discussion on this which included a notation that lately the monthly newsletter has not been available at its normal time. Olivia reported that a staff member responsible is/was on vacation and this task had been re-assigned . Olivia will look into this. Olivia advised that it is hoped in the future that resident families will be able to link into the information which currently is displayed on the large TV monitor next to the lobby elevator. Once this is accomplished, additional information (such as the newsletter) may be conveyed to resident families through that link.</p>	Tracey	Ongoing
9. OLD BUSINESS			
a) Invitation of Board member to come to VVM meeting	<p>This was briefly discussed at a previous meeting. The intent was to have a Board member come to one of our meetings and provide an update, much like Joanne has been providing to the Board at their Fall meeting. This item will need to be further discussed to identify a suitable month for the Board member to attend our meeting.</p>	Joanne	March
b) Other	None		
10. New Business			
	Tracey has already corresponded to Bradford Greenhouse asking to be included in their	Tracey	March

a) Bradford Greenhouse application 2015	<p>program again this year. Last year, the program netted VV a gift card for approximately 168.00 to be put toward the purchase of plants/flowers/seasonal decorations for VVM. Olivia did not know whether last year's card had been used yet although it was thought that it probably will be used for purchases this Spring. The program starts in April. Several ideas were put forwarded to further advertise this campaign to resident families. Some ideas discussed included elevator signage and inclusion of a "promo" for this (and Canadian Tire money) on the back of the next printing of the parking pass. Tracey will look into this and invite any further suggestions to market these programs.</p>		
b) Notification of May election	<p>This is the first reminder of our upcoming election for the 2015-2016 FC executive. Joanne advised she does not intend to seek re-election this year and welcomes any member interested to put their name forward. Our election occurs in May and May 14, 2015 is the date for that election. Notice of the coming election will be included in an upcoming submission to our section of the VV web-site. More on this in our coming meetings.</p>	Joanne	March
c) Other	<p>Lorraine reminded those present of a death of a resident which occurred at Roberta Place in south Barrie. Olivia spoke briefly on the matter and advised that the results of the Ministry investigation have now been posted on the Ministry web-site. The report is accessible on the Ministry of Health and Long Term Care web-site if you are interested in reading it.</p> <p>This discussion morphed into a discussion of discussing potential topics for upcoming educational seminar(s) to be sponsored by Family Council. There were two main themes discussed:</p> <ul style="list-style-type: none"> <li>• A seminar featuring the VV doctors, a pharmacist and possibly other specialists.</li> <li>• A seminar on resident safety to include building safety, perhaps with representation from the fire department.</li> </ul> <p>These matters will be further discussed in future meetings. Olivia advised there was a Professional Advisory Committee meeting coming up in April and she will bring forward these ideas to that planning session.</p>	Lorraine	Nil

	There being no further business, the meeting was adjourned at 7:59 PM. Next meeting - Wednesday, March 11, 2015 at 6:30 PM in the Gathering Room.		