

VICTORIA VILLAGE MANOR

MEETING: Family Council
DATE: Wednesday, March 11, 2015 @ 6:30pm
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, Wendy Massarotto (DRFS), Sharon Bate, Tracey Baker, Olivia Schmitz (Administrator)
REGRETS: Kathy Beattie, Gary Norton, Cheryl Norton,

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	Wendy reported 3 deaths, 2 discharges and 11 admissions since our last meeting of February 11, 2015	Wendy	Ongoing
5. Approval of Minutes from the January 14, 2015 meeting	Motion - Sharon Bate Seconded - Tracey Baker CARRIED	All	Ongoing
6. Treasurer's	Account Balance 2804.50		

Report	Includes Staff Appreciation \$ 331.71 received after the "cut-off" date/time. These funds will be held for the 2015 Staff Appreciation campaign. Canadian Tire: \$21.75 in CTC cash	Lorraine	Ongoing
7. Secretary's Report	Review of Family Council Monthly calendar of events	John	Ongoing
8. Standing Items			
a) VVM Report	<p>1.) Wendy provided an overview of the VV Quality Improvement statistics from the latest reporting period. She noted that VV has shown improvement in all categories with the exception of "falls". Staff are working on developing more strategies which hopefully will reduce the number of falls which are occurring. The latest statistical information is posted on the wall outside the reception area.</p> <p>2.)As a result of information gleaned from the residential satisfaction survey, in conjunction with the latest Operational Plan review, VV has made a number of small changes in relation to the dining rooms. Centre pieces and garnishes are being added to enhance the meal experience. New place mats have been added to the Balmoral dining room.</p> <p>3.) VV has designated Eileen Norrie as their Palliative Care nurse. Eileen is providing training to staff as well as speaking to and coordinating care for those families who require this service. Eileen also attends the staff/family meetings which occur periodically.</p> <p>4.) On March 26-27th there will be more Montessori training provided to staff. Wendy reported that cupboards have been placed on floors to properly store Montessori supplies.</p> <p>5.) On March 26th from 11am to 2pm there will be a bake sale in the lobby with the proceeds going to the Wounded Warriors charity. All are welcome to provide bake goods as well as come to VV on that day and purchase some treats.</p> <p>6.) April 12-18 is Volunteer Week. As always, VV intends to thank their volunteers but will do that in June when the weather is better for a barbeque meal. Further information to follow on this.</p> <p>7.) A decision has been made to produce the resident family newsletter every second month starting in April.</p>	Wendy	Ongoing

	<p>8.) The Family Councils of Ontario group is looking for nominations for an Outstanding Family Council Member Award. One member in the province will be recognized. Nominations must be submitted by May 1, 2015. Wendy has nomination forms.</p> <p>9.) Our next Dare to Dream recipient has been identified by VV staff. This resident will receive a Henna tattoo as well as have her hair and nails done (in-house). She will also be treated to a "special" lunch. The Henna tattoo is expected to last approximately six weeks.</p> <p>Motion - Tracey Baker Seconded - Mike O'Halloran CARRIED</p> <p>To fund the above noted Dare to Dream request for this resident to a value of \$100.00.</p> <p>There was further discussion on a second Dare to Dream recipient who wishes to go golfing. The event would include rental of a golf cart as well as a lunch. Staff will work with the recipient to chose a local golf course. Since there is still snow on the ground, no motion was tendered but staff will report back at a future meeting.</p>		
<p>b) May Elections</p>	<p>Joanne gave notice of the upcoming election of our executive which will take place during our May meeting. The date of the May meeting is Wednesday, May 13th with a cut-off date for nominations (to Wendy) of Friday, May 8th. A poster announcing our upcoming election will be placed inside the lobby elevator.</p>	<p>Joanne</p>	<p>Ongoing</p>
<p>9. OLD BUSINESS</p>			
<p>a) Invitation of Board member to come to VVM meeting</p>	<p>It is the intent of Family Council to have a member of the VV Board of Directors attend one of our future meetings to provide an update on board activities and answer any questions which we may have. Since Olivia was present at our meeting she has agreed to take this request forward to the Board to determine when and who would be available to come to one of our meetings. During the discussion our members suggested several topics they would like the Board member to address: fundraising, the reliability (or lack thereof) of the VV bus and the contract for services of the West room with respect to the Resident Family Christmas meal and Mother's Day meal.</p>	<p>Joanne</p>	<p>Ongoing</p>
<p>b) Bradford Greenhouse Application</p>	<p>Tracey reported that she has received a letter from Bradford Greenhouse acknowledging our request to be included in their program again this year. She expects we will be approved. Last year the program started on April 15th. Once confirmation is received,</p>	<p>Tracey</p>	<p>Ongoing</p>

2015	notice will be put in the newsletter. Tracey will also look into having the Bradford Greenhouse and Canadian Tire logos being printed on the back of the next issue of the parking pass for resident families. This would provide them with a further reminder of these VVFC programs.		
c) Role of The West at VVM	A discussion took place regarding the Resident Family Christmas dinner which was held in the Great Room (AKA The West) in December. There were concerns expressed about a number of facets of the meal including its overall appropriateness for our residents. It would appear that the contract holder who is reported to be in the second year of a five year contract has been unwilling to be flexible on the type of meal he provides. Those present at the meeting acknowledged the massive amount of work that VV staff did to help carry out the Christmas and Mother's Day meals. Tracey noted that less people attended this past year's meal as those who attended the 2013 meal. Wendy reported that VV staff had to clean washrooms prior to the meal and do dishes after the meal. Olivia undertook to take our issues to the Board of Directors and this item was added to our list of items to discuss with the Board member when he/she attends an upcoming meeting. (item 9a - above).	Joanne	Ongoing
d) Other	Tracey advised that the FC portion of the VV website has been updated and includes our meeting minutes and photographs. With a small change to our Planning Calendar 2015-2016, that will also be added to the website. Tracey is hopeful we can add an "events" heading to our area of the website and would like to see that the page is expanded in visible size on the site. Olivia will check with Sherri Maynard on this.	Tracey	Ongoing
10. New Business			
a) Barrie Legion Donation	John provided an electronic copy of a Barrie Examiner news item from March 3, 2015. In it the Barrie Legion was photographed providing cheques in the amount of \$20,000.00 to the IOOF Retirement Home and \$12,000.00 to St. John's Ambulance. The funds were raised in the Legion's poppy fund campaign. The question was raised as to how to get on the list of potential recipients for this type of funding and whether it was appropriate for FC to right a letter of request to the Legion. A discussion ensued amongst our members some of whom have experience of fund raising in their life experiences. It was pointed out that the IOOF has a full-time paid fundraiser on staff. VV does not. It was agreed	John	Nil

	that this is not an issue for FC but that it should be raised with our future meeting with a Board of Director representative.		
b) Family Council Week and Family Councils' Program	<p>Family Council Week has been identified as June 6-12, 2015. In the past we have put up a display in the lobby during this period. The theme for this year is "Family Councils: Engaging Families, Changing Lives!" A discussion ensued as to how we could support this theme. It was thought that some of our Dare to Dream trips could be used in a display. Staff will check with families for consent for this and advise. Other events which have been documented and photographed may also be used. Anyone with any ideas, please bring your suggestions forward at the next meeting.</p> <p>Joanne mentioned a book which is included on the provincial Family Council web site. The book is called "Learning to Speak Alzheimers" and was recommended by Lorraine Purdon of the provincial group. The book provides practical approaches to people caring for someone with alzheimers/dementia. More information and the book review is accessible on the Family Councils of Ontario website.</p>	Joanne	April
c) Other	None		
	<p>There being no further business, the meeting was adjourned at 7:57 PM.</p> <p>Next meeting - Wednesday, April 8, 2015 at 6:30 PM in the Gathering Room.</p>		