

VICTORIA VILLAGE MANOR

MEETING: Family Council
DATE: Wednesday February 8, 2017 @ 6:30pm
PLACE: Gathering Room, VVM
RECORDER: Tracey Baker

PRESENT: John O'Halloran (Chair), Lorraine O'Halloran (Treasurer), Joanne Baker-Forth (Co-Secretary), Tracey Baker (Co-Secretary), Kathleen Bacher, Ann Bueschleb, Wendy Massarotto (DRFS), Jackie Hardy-Corrigan, Vera Nehring, Elpidia Khan, Amanda LeDuc
REGRETS: Yvonne Parr, Mike O'Halloran, Robin O'Halloran, Sheri Maynard

Issue	ACTION	PERSON RESPONSIBLE	TARGET DATE
1. Welcome	The Chair welcomed all members.	John	Ongoing
2. Sign-in sheet and confidentiality	All Family Council members signed the meeting sign-in sheet.	John	Ongoing
3. Declarations of any items to be added to the agenda	<ul style="list-style-type: none"> • Executive Elections – We start thinking in February for a May election. A minimum of 3 openings is anticipated for this year's election. • Bradford Greenhouse update – request has been received for the 2017 program. We will be advised after Feb 15. • Recreation Staff – Jackie requested that we consider buying a basketball net (floor) for residents based on seeing one elsewhere. John agreed to investigate costs for next meeting. 	John Tracey Jackie	Ongoing
4. Condolences	Wendy reported 2 deaths since our last meeting on January 17, 2016.	Wendy	Ongoing

5. Approval of Minutes from the January 17, 2017	Motion to approve the Minutes as corrected (item 9(b) – remove reference to Wendy receiving invoice) MOVED - Joanne SECONDED - Kathleen CARRIED	All	Ongoing
6. Treasurer's Report	<ul style="list-style-type: none"> • Current balance - \$3441.38 including \$275.73 from 2016 Staff Appreciation. • Noted that Nov 6 donation cheque to Alzheimer's Society for Dr. McConvey's presentation not yet cashed. Wendy to follow up and report back at next meeting. • Noted that the invoice for the Christmas cookies not yet received (\$100). <p>CTC: January update - \$32.40 cash + \$50.15 in cards = \$82.55 February update - \$36.65 cash + \$50.15 cards = \$86.80</p>	Lorraine	Ongoing
7. Secretary's Report	None	Tracey	Ongoing
8. Standing Items			
a) VVM Report	<ol style="list-style-type: none"> 1. CCAC was in on Jan 19 to shoot a VVM video for use in a LIHN marketing campaign on their website. They are filming at other homes as well. Date of completion not known at this time. 2. <i>Building a Better LTC</i> is a document provided by the Ontario LTC Association outlining current issues faced by Ontario for example, waiting lists (VVM has 400 on their list), the peaking of the senior population in 2020, lack of funding, etc. They included a request to sign the petition and/or plan an info session with the MPP. The petition was circulated for signing by anyone interested. 	Wendy	Ongoing
9. Old Business	None		
10. New Business			
a) CEO discussion	Deferred due to Sheri Maynard's cancellation. To be rescheduled.	TBD	

<p>b) Essential Oil Program</p>	<p>Amanda LeDuc presented information about the program including various types of essential oils, how they are used to purify air against infections and for comfort/behavioural issues. Essential Oils are not used without resident or family pre-approval.</p> <p>They are 100% plant based, potent and are recognized by Health Canada. Diffusers (individual use) cost \$75 - \$80 each and she currently has four available at VVM. Nebulizers (larger reach for a floor) are \$140 and there are currently two. Oils range from \$15 to \$200.</p> <p>It was agreed that this is a good program and discussion followed re: funding some equipment from the FC fund. They may be available from CTC or Bradford Greenhouse (to be investigated).</p> <p>Amanda was asked to set up a display in the lobby to inform families. An e-blast and newsletter/mailler submission were discussed to solicit donations. An idea was suggested to for FC to match funds raised to a limit.</p> <p>In the interim, the following motion was tabled:</p> <p><i>MOTION to approve the purchase of two nebulizers and launch a fund-raising campaign to purchase additional units of nebulizers/diffusers.</i> <i>MOVED – Jackie SECONDED – Vera CARRIED</i> Purchase to be made by Easter.</p>	<p>Jackie/Amanda LeDuc</p>	
<p>c) Quality Indicators Report</p>	<p>We were advised that the Operations Planning Meeting is scheduled for February 23 to evaluate the 2016 results and plan for 2017. Focus areas will be 1. Falls, 2. The appropriate use of anti-psychotic medication and 3. Reducing avoidable transfers to hospital (“unnecessary/non-emergency).</p> <p>The overall approach will follow the 4 p’s – Pain, Positioning, Possessions (personal items) and Potty (“Pee or toileting). The plan is due in April to the Ministry.</p>	<p>Elpidia</p>	

<p>d) Mental Health Support for employees</p>	<p>Kathleen inquired about support available to staff as they manage their emotional state dealing with ailing residents.</p> <p>Wendy shared her personal experience as a professional in long term care. She stated that this is a career choice and death is not the focus. She has always considered it an honour to see residents through the stages of their time in a LTC facility.</p> <p>Wendy provided an overview of what is currently available as part of their employment and benefits:</p> <ul style="list-style-type: none"> • Behavioural nurse (Alison) does hand-on work with staff and residents • Employee Assistance Program benefits provides access to many professional resources on a confidential basis • Psychogeriatric consultant services for support, education and problem solving • Annual education for newer staff • Leave of Absence options • Grievance counselling • Memorial services • Debriefing opportunities with Steve when there are multiple deaths on a floor 	<p>Kathleen/ Wendy</p>	
	<p>There being no further business, the meeting was adjourned at 7:55pm. <i>MOVED: Jackie</i></p> <p>Next meeting - Wednesday, March 8, 2017 at 6:30 PM in the Gathering Room.</p>		