

# GRACE MANOR FAMILY COUNCIL COMMITTEE

## Minutes

**Date: September 7, 2021 \*\* Special Meeting \*\***

FC Members	Attended	GM Staff & Guests	Attended
David Bishop (Outgoing Chair)	N	Jessica Radon	Y
Michelle van Beusekom (New Chair)	Y	Justine Dudziak	Y
Maria Tandoc (New Co-Chair)	Y	Tiffany Fearon, FCO, guest speaker	Y
Angie McCrea (New Secretary)	Y		
Vitina La Mantia (New Treasurer)	Y	FC Volunteers / Honorary Members	
Fred Benedict	Y	Audrey Schreuders, Fundraising and Meal Volunteer	Y
Betty Booi	Y		
Catherine Caromire	Y		
Gwen Veenstra	Y		
Hank Kuntz	Y		
Marc van Beusekom	Y		
Nelly Rose Bradley	Y		
Prakash Dannie	Y		
Susan Bland	Y		
Terry Puglielli	Y		
Venema ?	Y		

Agenda Item	Highlights of Discussion	Decision/Action
<p><b>1.0 Family Council Ontario (FCO) presentation</b></p>	<p>Speaker: Ms. Tiffany Fearon from FCO (a not-for profit funded by the Ministry of Long Term Care) presented an overview of the scope of what Family Councils can do under the Long-Term Care Homes Act.</p> <p>Her presentation outlined:</p> <ul style="list-style-type: none"> <li>• the core purpose of family council (support, teamwork, education, advocacy);</li> <li>• best practices for maintaining an effective group (setting a welcoming tone; encouraging active exchange and participation; creating terms of reference; setting protocols around confidentiality);</li> <li>• governance models;</li> <li>• leadership models;</li> <li>• elections and succession planning;</li> <li>• code of conduct and conflict resolution;</li> <li>• examples of how Family Councils can connect with other Family Councils to share information and solve problems; and</li> <li>• examples of effective FC advocacy to promote structural change in the LTC sector.</li> </ul> <p>FCO is available as a support to provide resources and facilitate connections to other Family Councils or other actors in the LTC sector.</p> <p>A recording of the presentation will be made available to FC members.</p> <p>Recommendation was made by Maria Tandoc that GMFC adopt a code of conduct and confidentiality protocols.</p>	
<p><b>2.0 Review of Minutes: July 27, 2021</b></p>		<p><b>Decision:</b> None  <b>Action:</b> Deferred to next meeting</p>

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<b>3.0 Election Nomination for 2021-2022:</b>	<ul style="list-style-type: none"> <li>• Fred Benedikt nominated <b>Michelle van Beusekom</b> for <b>Chair</b></li> <li>• Fred Benedikt nominated <b>Maria Tandoc</b> for <b>Co-chair</b></li> <li>• <b>Vitina La Mantia</b> self-nominated for <b>Treasurer</b></li> <li>• Fred Benedikt nominated <b>Angie McCrea</b> for <b>Secretary</b></li> </ul>	<p><b>Decision:</b> No other nominations were put through for the positions.  Motedioned by Fred  Secoded by Marc  <b>Action:</b> All nominees were acclaimed.</p>
<b>4.0 “Tribute to Staff” plaque:</b>	<p>Fred provided an update on the details of the plaque which was proposed and researched by a previous member Susan Greenstreet. A summary of the proposal was sent via email to all family members just prior to the meeting.</p>	<p><b>Action:</b> Vitina would like a financial update from the previous Executive Committee before Council makes a final decision to go ahead with completion of the project.</p>
<b>5.0 Holland Christian Homes Update from Jessica Radon &amp; Justine Dudziak:</b>	<ul style="list-style-type: none"> <li>• The Family Townhall is booked on Thursday, September 23rd, 2021 at 1:30PM (Zoom link will be posted on website). Families are encouraged to provide questions or areas they would like discussed no later than Monday, Sep 20th.</li> <li>• The Satisfaction Survey is provided to residents/families on an annual basis. Prior to sending out, feedback and input on questions from residents and family councils are solicited. The CQI and Education Coordinator, Kamaljeet Sekhon, will present the Annual Resident Satisfaction Survey Draft to be review and approved by Family Council.</li> <li>• The Purposeful Rounding is an RAO Best Practice that HCH implemented in the past. Kaitlan Laviolette, Nurse Practitioner, will present the “four P’s” of purposeful rounding and explain what it is and how families can help in efforts to reduce falls for the residents along with many other areas of resident care.</li> </ul>	
<b>6.0 Meeting adjournment:</b>	<p>Motioned by Maria Tandoc  Secoded by Fred Benedikt</p>	

**Next Meeting:** Tuesday, October 5, 2021 at 2:00PM by Virtual Zoom

Please send any suggested agenda items to [GraceManorBramptonFC@gmail.com](mailto:GraceManorBramptonFC@gmail.com)