

## Grace Manor Family Council Meeting MINUTES

<b>Date:</b>	<b>Wednesday, 11 September 2024</b>
<b>Time:</b>	<b>2-3 pm ET</b>
<b>Location:</b>	<b>Virtual - ZOOM Meeting</b>

In Attendance	Representing
Denise Sannella	Co-chair and Treasurer
Fred Benedikt	Co-chair and Secretary
Jenny Stewart	GM Director of Resident Care (DRC)
Kristine Nielsen	Resident Advocate & Activity Programs Manager
Amarjot Brougham	GM Nurse Practitioner (NP)
Judy Kirby	CQI & Risk Management
Agnes Wolfe	Member
Hank Kuntz	Friend
Patricia Roelofsen	Member
Yvonne de Boer	Member
Lisa Stepanic	Member
Catherine Jotautas	Member
Gwen Veenstra	Friend

Minutes Items
<b>Welcome</b>
<b>Old Business</b>
<ul style="list-style-type: none"> <li>• <b>Approval of previous 12 June 2024 meeting minutes</b> – approved by Yvonne and seconded by Denise</li> </ul>
<b>New Business</b>
<ul style="list-style-type: none"> <li>• <b>Update GM Resident Activity Kits – Patricia R and Kris N</b> <ul style="list-style-type: none"> <li>○ The first meeting to discuss activity kits was good. Participants brought forward ideas of items which would support both Activity Staff and families when engaging with their loved ones. Patricia has created a list and is sourcing identified priority items. The aim is to get good value and fit within the budget (\$3k). She is looking for quality items that will last. Patricia will also reach out to the community (people who can sew, local wood shop, TV Ch 990) for possible donations that fit our needs.</li> <li>○ The decision was made to purchase activity kits for 6 areas: atrium and the 5 Resident Home Areas. They will follow IPAC health requirements and have a neat/tidy way to access and store the kits.</li> <li>○ At the next meeting (10 Oct) Patricia will present a list of items that fit the budget.</li> </ul> </li> <li>• <b>Home Updates – Jenny S</b> <ul style="list-style-type: none"> <li>○ GM is still awaiting the report from the Ministry of Long Term Care from when they were on site in April to investigate one (1) critical incident (CI) and one (1) anonymous complaint. When the report is available, Justine will comment. Depending on the</li> </ul> </li> </ul>

### Minutes Items

nature of the CI, GM Administration will notify police who may carry out their own investigation. A family member asked about who is notified about CIs and what constitutes a CI. Jenny explained that typically only the immediate family of the resident gets contacted. A CI can relate to suspected resident abuse/neglect, incompetence of care, serious falls and conditions which affect the status of daily living. In this particular case, Justine shared a memo with families providing context about the police presence.

All GM MHLTC public reports can be found at the link below:

<https://publicreporting.ltchomes.net/en-ca/homeprofile.aspx?Home=2942&tab=1>

- New Nurse Practitioner – Amarjot Bougham has 12 years of hospital nursing experience. She also worked in two (2) LTC homes before coming to GM. As a recent Nurse Practitioner graduate she is excited to be at GM. She has an open communication style and listens to the residents so as to offer the best possible care.
- In terms of Activities, GM recently held a major event with an Elvis Impersonator that was well received.
- Gwen asked why there has been such a sparse number of Who Am I (WAI) poster requests (there has been only one (1) over the summer. Fred indicated that for Family Council, he has received info on at least 4 new residents in the past 2 months. Kris will confer with Gwen.
- Hank asked a question about an HCH process or policy for getting residents already living in the Towers (independent living) directly into Grace Manor or Faith Manor LTC. Hank knows of a case whereby a spouse was transferred to a LTC home not within the HCH complex. Kris indicated LTC placement is under the control of the Ministry of Long Term Care and not HCH, but applicants can select their preferred LTC homes when they apply for placement. Tower residents need to follow the Ministry (now called Ontario Health and Home) application process for getting to any LTC home, including Grace or Faith Manor.
- Action Plan Checklist
  - An Action Plan Check list was recently sent to the membership along with a request for feedback/observations about the implementation of current action plan items.
  - The check list is a simplified list of the key changes and improvements you should be noticing. Please send us any feedback on which action items seems to be in place and what still may need improvement.
  - At next month's meeting, we will discuss Action Plan implementation with Justine.
- Family Council Nominations
  - We are actively recruiting to fill the Executive positions of Chair, Vice-chair, Treasurer and Secretary.
  - This group of volunteers steers Family Council activity over the year. Commitment is

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about 4 hours a month and it's an opportunity to make a difference for your loved one; gain greater insights into how GM is run; build relationships with those in leadership positions at GM; build relationships with others in the GM community and help improve Long Term Care for anyone who needs it (including potentially ourselves) in the future.

- Presently only 3 of the 4 executive positions are filled: Michelle van B as Chair, Denise S. as Treasurer and Fred B as Secretary.
- There are also Advisory positions. These are informal positions used to seek advice or opinions on particular topics.
- Next month there will be elections for the Executive positions. If only one (1) person is seeking each position, then it is automatically filled by acclamation.
- Please do reconsider volunteering for being part of the Executive or an Advisor.

### FUNDRAISING / PROJECTS - Denise

- No updates. – current balance is \$3 k (allocated to Resident Activity Kits)

### CLOSING REMARKS/REMINDERS

- We need your good ideas and observations to help improve the quality of life and care for the residents. Please consider volunteering for a role on the Executive Council.
- Next meeting: **Wednesday, 9 October 2024** at 2:00PM by Virtual Zoom.
- Send your comments and suggestions to: [gracemanorbramptonfc@gmail.com](mailto:gracemanorbramptonfc@gmail.com)

### MEETING ADJOURNMENT