

FM Family Council Minutes – March 18, 2026

1. Call to Order & Opening Remarks

The meeting was called to order, and the previous minutes were reviewed and accepted. The Chair explained the use of transcription to generate accurate minutes.

2. Review of Previous Minutes & Business Arising

2.1 Staff Attendance Boards

Discussion focused on continued inaccuracy of the staff attendance boards outside nursing stations. A digital solution through Staff Schedule Care is possible but on hold pending cost and Eden pilot developments.

2.2 Family Council Terms of Reference

Revisions have not been finalized or presented for approval. This will need to be completed when we have executive positions filled.

3. Administrator's Report

3.1 Outbreak Summary

An outbreak from Feb 17–23 was discussed. Only three residents were affected; tests were inconclusive.

3.2 Universal Masking Discontinued

Masking ended in early March as flu season declined.

3.3 Surveys and Action Plans

The 2025 surveys led to an action plan with quarterly reporting.

3.4 Quality Improvement Plan 2026–2027

Key focus areas: avoidable hospital transfers, falls prevention, Eden program expansion, palliative care improvements, and reducing pressure injuries.

3.5 Ministry Inspection Update

Inspection covered generators, skin/wound care, restraints, IPAC, and repositioning. The home is compliant. There were no orders during this inspection with 2 Written Notifications (Turning and Repositioning; Meal Assistance)

3.6 Donations Requested for Eden Programs

Items requested: dolls, baby clothes, stroller, weighted items.

3.7 Missing Furniture

A yellow sofa is missing; families are asked to report sightings.

4. Life Enrichment Report

Updates on ABBY boards, Life Enrichment Week, recent programming (St. Patrick's Day, Zumba, mobility class), Eden calendar changes, communal seating pilots, and Wishing Well program review.

5. Family Council Discussion

5.1 Attendance & Structure

Low attendance remains an issue. Afternoon meetings will be trialed based on survey results.

5.2 Family Council Champion Project

The Chair has applied to be the Family Council Champion in a project that is being developed by the Ontario Family Council. The aim of this project is to enhance and strengthen the role of Family Councils in Long Term Care. More information will be shared in future.

5.3 Communication Improvements

Plans for a possible new newsletter, stronger MailChimp use, and better POA communication.

5.4 Fundraising & Use of Existing Funds

Discussion included using funds for outdoor planters and possible spring fundraising.

6. New Business

6.1 Eden Alternative

A request to have a link to Eden information on the website,

6.2 Questions

Regarding social media platforms -Facebook, Instagram and YouTube – links on the hch.ca website.

Clarification of the Education Room location will be included in the invitation announcement of the next meeting.

7. Next Meeting

April 16, 2026 at 2:00 PM in the Education Room (Learning Lounge), Covenant Tower.

8. Adjournment

Meeting adjourned 8:15

Signed:



Date: April 16, 2026