

MINUTES

Simcoe Manor Family Council Wednesday, April 10, 2024 3:00 P.M.

Present – Rosa Athanassoulis-Programs and Support Services Supervisor, Shannon Kernohan-Social Worker, Stacey Mackenzie-Director of Care, Alison Howard-(temporary) Administrator, Debbie King, Diane Huntley, Joan McDonald, Susan Calder, Linda Sherman, Jacqueline Berchtold- Project Coordinator – Performance, Evaluation and Reporting Performance, Quality and Development

- **Welcome** – Susan Calder
- **QIP** – Stacey Mackenzie
 - Stacey explained recent concern resolutions at Simcoe Manor
 - new dietitian, Husma Mahood, working with Ronjoy – perhaps she will speak with Family Council at May meeting
 - nutrition assessments being discussed by dietary steering committee
 - where concerns occur, discussion and program reviews take place across all four homes for consistency
 - new weight management equipment – all residents’ weight must be measured between the 1st and 7th of each month – diets to be reviewed where individuals have a loss or gain of more than 2 kg.
 - when working with a violent incident, data is analyzed after incident is recorded to assess for triggers, i.e., what might be causing a behavior – staff completes a Park Lane report that describes incident - analysis how to manage risk
 - Debbie King discussed opportunity to possibly participate in a clinical study about falls and osteoporosis – Stacey will review details
- **Quality Improvement and Resident Safety meeting, March 18/24** – Susan Calder
 - each department has a “score card” from which a report is made
 - meetings are held bimonthly
 - dietary unit – status quo – currently 45 residents have allergen diets
 - programs department – Nottawasaga will have a permanent Programs Staff Member, effective April 1st– Linda Rutherford, ext. 5084
 - last two months completed 687 volunteer hours, especially by co-op students
 - family portal currently has 38 active family members
 - nursing – falls to be immediately documented by staff as they happen – there has been a small blip in UTI’s (urinary tract infection), sores/ulcers improving
 - maintenance – some new beds and lifts have been ordered – no new major capital expenses
 - Ministry visits – Ministry of Labour – January, missing tiles and repair to wooden sink, repairs have been resolved
 - staff violence report – resolved, no orders

- Ministry of Long Term Care – care plans updated
 - Public Health – no concerns
 - codes over the past two months – 3 reds (fire) and 1 gray (infrastructure loss or failure)
 - education – staff inservices and audits for new lifts, weight measurement equipment which automatically upload weights and vital signs
 - IPAC – currently interviewing for new lead, currently receiving assistance from Georgian Manor and several onsite staff
 - vaccination – 108 residents – about 80% vaccinated – nurses currently calling POA's for consent for RSV vaccination and clinic held during week of March 25th
 - current projects – grant approved for tandem bikes at all four homes, three have been purchased through the grant, the fourth home made a separate purchase– Activity Pro receiving update where families can see where residents are participating in programs – dietary new spring/summer menu – extension to parking lots so that cars and construction vehicles do not meet on east side of Village building – AMPLIFI has been rolled out but hospital is not yet prepared to use it
- **Welcome to new temporary administrator of Simcoe Manor – Alison Howard**
 - has worked with Simcoe County for two years as Director of Health System Planning – is a registered nurse – expects to be at Simcoe Manor for at least a few months
 - **Welcome to new Social Worker – Shannon Kernohan at ext. 5205**
 - Shannon will be working to support residents, family, and staff
 - **New Simcoe County website – Rosa Athanassoulis**
 - Family Council can be found under tile for Volunteers, however is awkward to find – could there be a separate icon for Family Council?
 - **Annual Quality Improvement Plan – Jacqueline Berchtold**
 - the Home's report is publicly available annually
 - report must be submitted to Ontario Health – Jacqueline will send reports to Susan- she will forward to Family Council members – Rosa will ask Stacey to attend next meeting regarding questions about ED visits, use of antipsychotics, palliative assessments
 - **Approve Minutes from meeting of March 6, 2024 – Susan Calder**
 - approved by Debbie King
 - seconded by Susan Calder
 - **Treasurer's Report – Linda Sherman**
 - Congratulations to Residents' Council on the success of their recent Easter fundraiser which raised \$1490.00 for the Summer Ice Cream Truck, a Senior Social Tim Horton's Day, Entertainment with Eric Kidd, etc.
 - Family Council paid \$273.47 for purchase of comfort iPad in palliative program, balance of \$200 paid by Residents' Council

- current balance in Family Council account is \$460.30 after fee of \$1.95

- **Home Updates** – Rosa Athanassoulis, Programs and Support Services Supervisor
 - new programs assistant – Roxanne Jacobs – will assist as Recreational Therapy assistant, focusing on exercise classes – working four days per week from 9:30 A.M. to 5 P.M. – every unit will receive three classes weekly – budget has allowed for a stronger enhanced physical program
 - volunteer dinner on April 4th – Debbie King attended – reports that it was a wonderful evening with a great program and wonderful food – well received by all who attended
 - April 15th is Good Deeds Day – dog toys will be donated to therapy service
 - April 22nd – Earth Day – residents and students from Monsignor Ronan school will be tidying Beeton Park
 - Mother’s Day in May – window decorations will be given to ladies
 - Father’s Day in Juns – men do not want gifts
- **New Business** – Susan Calder
 - Please contact Susan through the Family Council email for issues that can be discussed at the next meeting.

Meeting adjourned at 4:15 P.M. by Linda Sherman

**Next Meeting,
Wednesday, May 1, 2024
3 P.M.
Tea Room at Simcoe Manor
Microsoft Teams**

Information following,

- *Meeting, re: Palliative Group, April 11, 2024*
 - Debbie King and Susan Calder attended this meeting – Susan is providing notes from the meeting, although this is not officially part of the Family Council meeting notes
 - fundraising for Palliative resources - \$611 from candygram sales at the end of February, \$280 from the recent bake sale in March
 - terminology about palliative varies – palliative care beginning early on in the process of illness/aging or palliative care for end of life
 - purpose of palliative is to develop a roadmap of care to offer comfort in the process
 - when resident PBS score is at 30%, process involves talking with resident/family about programming to be set in place
 - palliative care is trying to be consistent across all four County homes
 - areas of improvement include the palliative programs as end of life approaches – e.g., are there favourite poems, stories, songs that offer comfort to resident/family?
 - training of volunteers for palliative program – nurse practitioner for training is not yet available – could training be assisted by hospice or Liz Farrier who manages “in home” programming for our area?
 - **next meeting for Palliative Program will be May 9/24 at 1:30 P.M. in the Tea Room**