

Simcoe Manor Family Council

Minutes of Meeting August 3, 2022

- **Present:** Rosa Athanassoulis – Programs and Support Service Supervisor, Susan Calder, Linda Sherman, Deborah King, Sandi Nemenyi, Diane Huntley, Janina Grabowski – Manager, Simcoe Manor, Veronica McCarren, Stacy Mackenzie – Director of Care
- **Welcome** – Susan Calder
- **Approval of Minutes from July 13, 2022** – Approved by Debbie King
Seconded by Sandi Nemenyi
- **Discussion regarding response form from Family Council meeting of July 13, 2022** – Stacy Mackenzie-Director of Care, Janina Grabowski-Manager, Simcoe Manor
 - question – Kardex’s are helpful to staff in care of residents – why can’t they remain in residents’ rooms?
 - re: Stacy – Kardex’s should not remain in residents’ rooms – each resident has a care plan that is fluid and updated regularly each day – staff have access to each care plan via individual tablets, computer on units, phones – new staff also have tablets for care plan access – the care plan is always updated, often daily, e.g., with new prescribed drugs and their administration, varied routines (e.g., bathing, changing, triggers for behaviours, behavior solutions)
 - Kardex becomes outdated quickly and must be reprinted whereas care plan is up to date on a daily basis and immediately available for staff
 - question – how many new staff have been added as of July 1st? – recruitment takes place every Thursday morning, generally having five interviews, often three out of five people are hired dependent upon appropriate reference checks
 - how many “champions” remain on each unit? – about 5-6 staff members remained on each unit – there were 15-20 staff changes taking place from the posting process
 - staff training – takes place at County level and onsite – orientations for staff continue as necessary – goal is to set staff up for success – training has strong emphasis on IPAC (Infection Prevention and Control) – training is assisted by experienced staff members
 - PSW qualification is six month course with pay incentives provided by Ministry of Health/Long Term Care – PSW’s must also complete 360 hours of practical experience in two different health care settings – candidates work with an experienced staff member and are considered students
- **Treasurer’s Report** – Sandi Nemenyi

- account balance - \$200.94
- Sandi will review charges at bank for transactions – charge of \$.11 per deposit
- **Safety Signage for Simcoe Manor Seniors – Susan Calder**
 - re: Debbie King – police have done periodic spot checks – Debbie left a message at the Engineering Department for New Tecumseth
 - letter written on behalf of Family Council by Susan Calder – forwarded from Deputy Mayor Richard Norcross to Director of Engineering and Development Rick Vatri for consideration – Deputy Mayor requesting “increasing cautionary signage for safety”
 - Janina Grabowski indicated a meeting taking place on August 4th to discuss signage to meet local bylaws
 - Rosa will also pose question during August 4th meeting about signage at entrance crossing to plaza west of Simcoe Manor
- **Duet Tandem Bike – Rosa Athanassoulis**
 - discussion of item is deferred for gathering of more information
- **Trivia Night Fundraiser – Rosa Athanassoulis**
 - Sheri Burke from Program Services is Trivia Night liaison
 - currently supporting other services in the local community, will consider Simcoe Manor Family Council in early 2023
 - Debbie recently heard a guitar player perform locally – player indicated interest in fundraising and is known to Amber from Program Services – Debbie will follow up with Amber
- **Family Council Banner – Rosa Athanassoulis**
 - three corner banners are expensive – approx. \$400
 - instead, large A-frame poster has been ordered at cost of approx. \$50
- **Home Updates – Rosa Athanassoulis**
 - the four County homes have applied for a grant from Red Cross for mental health for seniors – focus is music therapy for 1.5 years – maximum grant is \$75,000 – music for 2-3 times per week and application was submitted on Friday, July 29th
 - recruitment for Program Services is ongoing
 - new physiotherapy assistant has recently been hired – Yuna Sato
 - Rachel will be soon starting up coffee talks again in fall – Family Council can be included – talks occur once per month in mornings
 - window cleaning began on Wednesday August 3rd
 - Olga – Quality Co-ordinator, will attend September meeting of Family Council
 - good news – voluntary residents can be interviewed about their lives and how they came to Long Term Care
 - Home Quality Improvement Meeting - 3rd Monday monthly in mornings – part of senior management meeting

- for future meetings of Family Council – review one topic per month under resident rights and safety – document has been sent to Susan by Rosa and will be forwarded to Family Council members – for September meeting, review first topic – Safe Medication Use

- **New Business** – Susan Calder and Rosa Athanassoulis
 - **Meeting adjourned – 4:00 P.M.**

***Next meeting:
September 7, 2022 at 3 P.M.
Tea Room of Simcoe Manor
AND/OR
Via Microsoft Teams***