

CASSELLHOLME FAMILY COUNCIL MINUTES

January 8th, 2019

PRESENT: Blanche-Hélène Tremblay, (Chair), Jillian Duchesne, (Resident Services Coordinator)
Ann McIntyre (Recorder), Paulette Gibbens, Judy Koziol, Madeleine Mantha, Émilie
Johnson, Roxanne Robert, Nancy Todd, Pierrette Villeneuve, Evelyn Johnson, Ashley
Baxter (student intern)

REGRETS: Elio Tignanelli, John Martin

1. **CALL TO ORDER:** Blanche Helene welcomed everyone. The meeting began at 2:00.
2. **APPROVAL OF THE MINUTES:** Moved by Judy and seconded by Nancy that the minutes be approved as read. Minutes were approved.
3. **APPROVAL OF THE AGENDA:** The agenda was approved as presented. One other item was added for discussion and that was the library on Apple.
4. **REVIEW OF SELF EVALUATION RESULTS:** Reviewed for the entire year. All positive.
5. **FOLLOW-UP TO LAST MEETING:** Deferred.
6. **CASSELLHOLME UPDATE: JILLIAN DUCHESNE, RESIDENT SERVICES COORDINATOR:** More compliments are being received. Staff morale is improving. Unit coordinators are being used to make improvements on each floor. The unit coordinator positions were explained for those who are not familiar with the positions. One more unit coordinator will be implemented once a maternity leave has been completed. Compliment forms were also explained. Apple Library was made into a staff office for RN, and for PSWs to complete charting. Physio office will now be moving to the second floor and that room will be used for Apple Lounge. Blanche-Helene mentioned improvement plans as they relate to the survey. Jillian is working on “Saying Goodbye to Cassellholme” kit for families. Jillian is working on a message to families as it relates to continued visits by family members once a family member passes. Blanche-Helene will place one or more on the Family Council bulletin board. A generic sympathy card would be provided for family members who pass. There is some confusion regarding donations when a loved one passes. As per the policy, all items must be removed once the family member passes. Family members will be able to leave one bag of items behind to be passed on to other residents or to be disposed of. Staff can determine if any of the items are usable by other residents. Furniture is not to be left, however some discussion was held regarding donations to worthy causes such as PHARA etc.
7. **EDUCATION: CONTINENCE CARE: GUEST SPEAKER, JENN MCCART, RESIDENT ASSESSMENT INSTRUMENT (RAI) TEAM** Jenn, chair of the continence committee gave us a brief overview of continence care at Cassellholme. She showed us the process at Cassellholme as well as the usage of Tena products. At admission a voiding assessment is given to everyone by registered staff. Patterns are assessed, different illnesses etc. All this is done to delay incontinence as much as possible. Prompted scheduled toileting is implemented where possible. Visual cues are provided. RAI team also continues to look at continence over past three months through regular monitoring. Regular meetings are held to monitor continence. “Champions” for continence are available on each floor. Family should contact the Unit Coordinator should they have concerns about continence/incontinence. Tena products are used and changed when 75% wet. Every time the brief is changed peri-care is supposed to be completed. Sizing is important. Briefs can be

pulled up somewhat as you would a pull-up brief. Staff seem very pleased with the Tena product.

8. **CASSELLHOLME BOARD OF MANAGEMENT, OBSERVERS REPORT:** Observers did not attend the December Board of Management Meeting. It is hoped that 1-2 members of the Family Council will volunteer to attend upcoming meetings. Blanche-Helene will check to determine when the next one is scheduled.

10. **DISCUSSING/SHARING:** Lengthy discussion was held regarding the Tool Kit when someone passes away. John Martin has put considerable time into this and staff, as well as others continue to add to the kit. The final product should be ready in the near future.

11. **POLITICAL ACTION GROUP:** Ann mentioned that she received a phone call from Andrea Stoppa, Vic Fedeli's assistant. In response to questions, it was relayed that Mr. Fedeli is working closely with Cassellholme on a regular basis. He is committed to safety and quality care as well as to the addition of 15000 beds in the province. Andrea has agreed to look into 4 hours of care per day, Bill 43, and where it stands in the legislature. She also agreed to investigate whether a cost analysis has been performed to determine feasibility of such a plan. Ann also mentioned an upcoming province-wide Press Release by the Ontario Health Coalition and the Long Term Care committee, on January 21st at 10:30. (Location to be determined) Blanche-Helene and Ann will be involved with this undertaking.

12. **EVALUATION OF MEETING:** Forms were distributed and passed in to Blanche-Helene.

13. The meeting was adjourned at 3:30.

NEXT MEETING: TUESDAY, FEBRUARY 5TH, 2019 AT 2:00 P.M.