

CASSELLHOLME FAMILY COUNCIL MEETING

Tuesday, July 2, 2019, at 2:00 pm

MINUTES

Present: Marcelle Gravelle, Roger Hudebine, Pierrette Villeneuve, John Martin, Judy Koziol, Émilie Johnson, Elio Tignanelli, Evelyn Johnson, Nancy Tod, Stan Sloan, Karen Gooch, Blanche-Hélène Tremblay (Chair) Madeleine Mantha (Recorder)

Regrets: Ann McIntyre, Paulette Gibbens, Suzanne Pigeau, Karen Solway

1. Call to Order: The meeting was called to order at 2:00 PM. The chairperson introduced new members to the committee and vice-versa.
2. Family Council Education – The Chairperson attended the Family Councils Ontario Annual Conference in Toronto. She reported that the Patient Ombudsman deals with individuals, not group complaints, and has a very distinct role from the Inspection Branch. They both however prefer that the family go through the complaints process at the home before approaching them. They also recommend documenting everything.
3. Approval of the minutes of June 4, 2019: Judy moved that the minutes be approved as presented and Pierrette seconded the motion. The minutes were approved.
4. Approval of the Agenda: The agenda was approved as presented.
5. Review of Self Evaluation Results: nothing to report
6. Follow-up to last meeting: A meeting with the Fire Department is deemed to be pressing and members expressed a preference for having it rescheduled for August. The Chairperson will advise Family Council's representative. Members were shown the policy binder that deals with emergency measures at Cassellholme. It was noted that members are welcome to consult it along with any other policy binders that might be of interest to them. The binders are kept in a cupboard beside the door leading to the Oval Garden.
7. Cassellholme Update :
 - a) Resident Services Coordinator (Jillian) was not available for this meeting.
 - b) The Chairperson was present for the announcement of funding for redevelopment of Cassellholme. It was announced that construction is planned for spring 2020. A member suggested that, seeing as the Nugget stated on June 25th that “drawings are being completed and the project will be tendered in late November.2019”, that Family Council ask management if our recommendations may be considered to complete the drawings. It was also suggested that the architect be invited to present the plans as the most recent presentation took place in September 2017

before many of the present members had joined Family Council. These suggestions were well received.

- c) Changes noted by the members of Family Council: staff members are introducing themselves before beginning of shift.
8. Cassellholme Board of Management – Observers’ Report – After submitting Family Council’s letter expressing a concern for the safety of residents at night, the Chairperson spoke on staffing at night at the last meeting of Board of Management.
9. Positive Attitudes Towards Aging and Long Term Care:
The Chairperson distributed an article: How Social Workers Demonstrate Respect for Elderly Clients. Respect towards residents was discussed.
10. Family Mentoring: Identifying Needs of Families
A suggestion was made that signs be placed in the rooms informing staff and visitors about resident’s special needs (visually impaired, hard of hearing, language preference...), interests (reading, cooking...) and bio facts – with resident’s and family’s permission - (place of birth, previous employment, children...) Information about dementia and Alzheimer’s was identified as a need. It was recommended that there be an information night for families about this topic. The invitation could be placed in the newsletter once a date is selected so that all families are informed.
11. Discussion/Sharing: This item was skipped as discussion and sharing was done at most other items on agenda.
12. Research and Advocacy Working Group: The Chairperson distributed a draft of a letter to the editor that will be sent to the North Bay Nugget on behalf of Family Council. A suggestion was made that the letter be amended to extend thanks to all previous politicians and individuals who have, in past years, contributed to reaching this goal of redevelopment of Cassellholme. The change will be made before the letter is sent.
13. Evaluation of meeting: Forms were handed out.
14. Next Meeting Date: **Tuesday, August 6, 2019 at 2:00p.m.**
15. Adjournment: The meeting was adjourned at 3:40 PM.