

# Huronview Family Council Meeting

## November 10, 2015 Minutes

**Attendance:** Michael Boucher (Chair), Julie Boucher, Lucy Sage, Cheryl Bertrand, Barb Dalrymple, Marg Angus

**Guest:** Debra Corrie

**Regrets:** Sharon Keenan, Rhea Hamilton- Seeger, Pauline Thompson

### 1. Review of minutes of September 9, 2015 meeting

The minutes as previously circulated were approved by consensus.

### 2. Business Arising

- **Satisfaction Survey update:** Debra Corrie  
We have received about 50% of the surveys back from family members and are just waiting for some of the resident surveys yet. We should have the results of the surveys for the January meeting.
- **Recruiting Family Council Members Workshop:**  
The group of about 12 people who attended the workshop in London talked about recruiting strategies for about 4 hours. Michael Boucher attended the workshop and he has forwarded some of the information to Cheryl Bertrand so that we will have that available to us for the future. One idea shared was having a Welcome Tea sponsored by the Family Council to welcome new families and share information with them. Communication and invitations seem to be the most important components to recruiting new members.  
In the next newsletter that we send out to families, Debra will put in an advertisement for our Family Council.

### 3. Activation Department Presentation- by Debra Corrie

The Activation staff meet once a month to plan the monthly activity calendar. At each Resident's Council, the events and activities for the upcoming month are discussed, and residents give their feedback and their input about them.

There is an evaluation form that is filled out annually for the various activities that asks questions about time, place, available assistance, the safety of the program, etc. Both staff and residents give their feedback for each program. This feedback determines if a program is continued or not.

We are starting to use a new computer program called **Activity Pro**. This software program provides a more comprehensive measure of quality for the activities in our Home. Each resident will be **scored** on their involvement in programs, which will show their level of participation/ involvement in the activity- rather than simply their attendance. This will probably change our

programming to some extent, in that we will see more group activities which are shorter and involve smaller groups. There will probably also be more Montessori and more sensory programs for people with cognitive limitations.

We have also been trialling a different type of programming where there is one staff who is working specifically with the BSO team and with the lower-functioning residents whenever there are four staff on the floor.

Debar shared with the Family Council that we are very fortunate because our Home is very well-staffed. We have staff on evenings four days per week and two staff each weekend.

Debra showed us the new programming on her computer so that we could see how it actually works. There was a video as well that explained how to use the Program. The program is brand new and the staff has only had two training sessions on it so far. It allows the staff to rate the resident's individual participation in each activity. So now both quantity and quality can be tracked. Reports can also be printed so family members can see what their loved one has been participating in and how well they have been participating.

The calendars are posted on the website and family members really like to see that. This is an important communication tool for family members.

#### **4. Interpretation of Family Council membership.**

The MOH sent out a letter of clarification for Family Council Members. It is up to each Family Council to decide what they want to do with their Terms of Reference. This needs to reflect who may be members and how often the Family Council meets. In a previous letter the MOH had essentially stated that members whose loved ones had passed away were no longer eligible to be Family Council Members. This letter states that it is really up to each Family Council to determine that for themselves. We will be looking at our own Terms of Reference in the Spring.

#### **5. Any other business**

A suggestion was brought forward that the staff of each department could wear similar colours that would differentiate their department from the others, or different coloured name badges. Some of the local hospitals are implementing this idea. Mike said he will forward a message to Connie Townsend to see if there is any talk at Huronview about doing this.

#### **6. Date of next meeting**

The next meeting is scheduled for January 12, 2016 at 2:00pm

#### **7. Adjournment**

The meeting was adjourned at 2:45.