1. Meeting called to order at 6:35 pm.***Attending****:* Vanessa Greenblatt, Karen Murphy, Tari Seaton, Mende Katz, Rosemary Horvath, Marsha Sandler, and Bernadette Tee.

 ***Regrets***: Jean Gulak, Belinda Tisnower, Harriette Kligman, Antoinette Walker, Merrilyn Kent,

 Clareta & Jacques Schoenberg and Vicki Evans

1. Reminder of Confidentiality at FC Meetings.
2. Minutes of Thursday, April 13, 2023
* Vanessa listed the amendments that had already been made → Minutes approved.
1. Agenda for Thursday, May 18, 2023 approved.
2. Guest Speakers: Julia Kruizinga and Jordan Browne, Representatives From McMaster’s Strengthening

 Palliative Approach – LTC.

McMaster’s Strengthening Palliative Approach – LTC (SPA – LTC):

* Julia – Research Assistant and RN in Hospice/Palliative Care & Jordan – Research Assistant working with McMaster
* Website: <https://spaltc.ca> for great resources on Palliative Approach
* Primary Goals:
* Improving comfort & quality of life, while reducing suffering from moment Residents enter LTC to their death and even beyond for integrated bereavement for family members
* Improving LTC capacity for Palliative Approach
* Introducing new and free resources to support LTC Homes
* Implementing Palliative Approach in LTC Homes
* Increasing knowledge of Palliative Approach in LTC Homes
* Supporting LTC Homes
* Meeting Palliative Accreditations for LTC
* Palliative Approach emphasizes value and dignity of life
* Want to identify Residents earlier, not just during last days or weeks of life
* Need to initiate conversation about Palliative Program earlier, even before Resident and/or family member(s) are ready or want to

Key Components For Strengthening Palliative Approach In LTC

* Improving comfort and quality of life
* Strengthening and building caring relationships
* Preparing for future changes

Research Study

* Randomized control study to run from summer to January or March 2024
* Working with 6 LTC Homes, including SV, all in Hamilton
* Looking at before and after Palliative Approach, resources and Palliative Care Conferences instituted

Palliative Approach for SV

* Multi-faceted approach
* Working with Staff → Developed Palliative Champion Teams (PCT)
* Screening Residents and training Staff to screen on Eligibility Scale
* Family members contacted by SV first and then notified by researchers
* Provide resource pamphlets to prepare families for Palliative Care Conferences, Palliative Approach, and what to expect when Resident experiencing a decline in health
* Holding Comfort Care Rounds and Peer Debriefs with Staff to reflect on recent deaths, highlight strengths in changes seen and discuss ways to improve care, i.e. learning moments

Palliative Program at SV

* Have Conference Care when a decline in Resident’s health noticed and doctor will review care plan with family member(s)
* Goal: Do not let anyone pass away alone → Has been difficult to find volunteers or Staff to stay with Resident due to COVID-19 and staff shortage, so have asked for family member’s help to stay with Resident
* Offer family members a chair that turns into a bed to stay with their loved one
* Palliative cart with beverages and snacks
* Aroma and touch therapy

How Best to Introduce Family to Research Study

* Vanessa recommended sending out Palliative Approach information to all LTC family members to educate them and help them understand what Palliative means
* Palliative not a death sentence and starting earlier vital to Resident’s well being and quality of life
* Bernadette advised Palliative a positive thing → Does not mean people giving up on them, but want to celebrate them and make memories matter
* FC Member suggested talking to families in a group setting for discussing what Palliative means

**Action Step:**

- Jordan to create a flyer for SV about “What Palliative Means” and Bernadette to send to LTC family

 members

1. Business Arising from Thursday, April 13, 2023 Minutes:
2. **Making Resident Hallways More “At Home” & Including Items For Dementia Residents** **– Ongoing**

 **Updates?**

* Kathleen from Foundation heading up project, “If These Walls Could Talk” → Painting basement walls with windows and different scenery pictures such as the Eiffel Tower
* Vanessa asked about Resident Hallways → Bernadette said Maintenance patching walls first
* Bernadette was not sure what they were going to do with Resident Hallway walls
1. **Sensory Blankets/Shawls** **– Ongoing**
* Bernadette mentioning Sensory Blanket/Shawl Project during Admission
* 1 new Resident required a Sensory Blanket
1. **Staff Morale**
* Staff Appreciation Week was last week
* Activities that took place: Pizza Coupon Raffle for Pizza Hut, 50/50 draw (½ to Winner & ½ to Staff Possibilities Foundation), Staff given orchids donated by Cosmic Plants, ice cream cake and candy carts, BBQ, and a live band playing in SVO garden
1. **Any Leadership Positions Been Filled Yet? – Update Promoting FC**
* Conducting interviews for Nurse Educator
* Bob Luckhart, CPA, CA, Chief Financial Officer retiring and tomorrow will be his last day → Have a replacement ready to go, Jessica
* Searching for new HR Generalist
* Ken Callaghan, CEO, officially left SV → Looking for new CEO
* Still looking for Nurse Practitioner
* No update on hiring a Volunteer Co-ordinator
1. **FC Section in Shalom Village Newsletter**
* Laurie gave a June 6, 2023 deadline for FC submission

**Action Step:**

- Vanessa to email Laurie the FC write-up for the next SV Newsletter by June 6, 2023

1. **Guest Speakers For FC Meetings: Leadership Team Members, etc.**
* FC Members proposed inviting Breanna Martin, Executive Director, AT HOME Experience LTC/Chief Nurse, to June’s FC Meeting
* If Breanna unavailable, will invite Rabbi Selevan to June’s FC Meeting to provide updates on Jewish Life Committee and items discussed with Patience at April’s FC Meeting
* Greg Almas, Head Coach, was also suggested as a Guest Speaker to a FC Meeting

**Action Step:**

- Will invite Breanna to June’s FC Meeting and if not available, will ask Rabbi Selevan

1. **Ramps For Balconies & Sliding Doors Attached to Dining Rooms In SVToo – Update**
* Staff did not like the options proposed for ramps
* Vanessa asked about using the wooden portable ramps restaurants use
* FC Member proposed using a Portable Wheelchair Ramp that had 2 metal runway pieces

**Action Step:**

- Bernadette and Angela to discuss solutions

1. **Promoting FC**
* Need to spread the word about FC

**Action Step:**

- Vanessa to email Bernadette FC Meeting Poster with June and July FC Meeting dates to put in elevators

1. **Parking & Repaving Change Picture In The FC Website Tab**
* Asked Day Staff to park in unpaved area of Arena across the street
* Will repaint parking spot lines when weather gets warmer
* Senior Management Team aware of needed parking lot repairs and discussing next steps
* FC Board Representative suggested mentioning repairing and levelling of parking lot at Town Hall Meeting
1. **Need Concise & Timely Communication: Outbreak Updates, Incident Notifications, Town Hall**

 **Recordings, etc.**

* Need Town Hall Recordings emailed like they used to be
* FC Member asked that notifications be sent out online via email as soon as possible, so visits can be planned
* Would like notification of cancelled activities sent out

**Action Steps:**

- Vanessa to ask Laurie about Town Hall Recordings being sent out

- Bernadette to speak to Laurie and Brigitte about sending out notifications

1. **Change Picture In The FC Website Tab**
* Still need SV garden pictures
* Issue with dialogue box and FC logo and placing them inside picture, especially when using different devices
* May have to defer until a website person is hired but would be good to have an idea in mind ahead of time

**Action Step:**

- Vanessa to ask Laurie for some SV garden pictures

1. **Website: Activity Calendars, Monthly Meal Plan – Ongoing**
* Still need entire month’s Activity Calendar posted → Laurie teaching Brigitte how to post Activity Calendars on website but issue with some activities being cancelled after Activity Calendar created
* Laurie also teaching Patience how to post Monthly Meal Plans
* FC Members noted that LTC items on website very hard to find
* Redoing website and having a dedicated website person updating website important
* Vanessa suggested asking Colleges or McMaster for a Student

**Action Step:**

- Bernadette to look into having a Student Volunteer for website creation, monitoring, and updating

1. **Food & Dining Room Experience**
* Patience was busy dealing with changing food company again → No progress on Food & Dining Room Experience Committee

**Action Step:**

- Vanessa to follow-up with Patience next month

1. **Family & Resident Satisfaction Survey: Changing Questions & FC Input**
* No discussion on launching the Family & Resident Satisfaction Surveys
* Vanessa reminded everyone of Ministry requirement for Surveys to be conducted once per year
* FC Board Representative noted that the Board discussed this as part of Quality Indicators

**Action Steps:**

 - Vanessa to send Bernadette list of edited questions she sent to Lisa as possible added Survey questions

- Bernadette will speak to Leadership Team

1. **Rewriting Welcome Package for New Residents Of LTC – Update**
* Lynne, Bernadette, FC Member, Kathleen, and Rabbi Selevan met to discuss
* Team Members were happy to get FC Member’s family member perspective about their experience with Admission to SV and what SV had to offer
* Reaching the end of it and will soon send it to Pat for review
* Welcome Package designed to offer more information and guidance on all things SV and who to speak to when certain issues/problems arise
* Integrated Rabbi Selevan’s Jewish Life document into Welcome Package
1. **Having A SV Cat Or Bunny**
* No word yet from Brigitte

**Action Step:**

- Bernadette will speak to Brigitte about any progress

1. **Evening Hours At Bubbi’s Caf****é For LTC Residents**
* Patience now in charge of Bubbi’s Café and speaking to the Union

**Action Step:**

- Bernadette will touch base with Patience about speaking to Union, explaining that FC Members would

 like hours extended to 5:00 pm once every 1-2 or 2-3 months

1. TopicsDiscussed at the FC Network 4 Regional Meetings
* Deferred
1. New Business:
2. **Snow & Ice Removal**
* Contractor only plows SV after 3 cm of snow falls, but will not go in-between cars
* Maintenance or Housekeeping will do their best to clear snow and salt in-between cars during working hours
* Want to leave salt for Visitors to do themselves
* Vanessa reiterated that snow & ice in-between cars very dangerous, slipping and falling hazard
* FC Members agreed that Visitors should not have to put salt in-between cars

**Action Step:**

- Vanessa will set up a meeting with Greg Almas (Head Coach and Joint Health & Safety Committee

 Member), Pat, Lynne and Angela

1. **Bees In Courtyard**
* FC Member advised caution when sitting in courtyard gardens → A lot of bees present and Residents, Staff and Visitors should be warned
1. **Changing Movie Time**
* FC Member asked if Movie time could possibly be rescheduled to afternoons at approximately 2:30 pm, so Residents can watch the entire movie → Currently showing movies at 6:30 pm when many Residents tired

**Action Step:**

- Bernadette to look into

1. **6th COVID-19 Vaccine Dose**
* Leadership team discussing 6th dose for Residents and will start getting consent to administer soon
1. **Removing Resident Mailboxes**
* Leadership Team deciding on whether to keep or remove mailboxes and how to integrate Residents’ names
* Vanessa suggested replacing mailboxes with locked curio glass cabinets like many other homes have → Great for “Getting to Know the Resident”

**Action Step:**

- Bernadette will speak to Breanna, Lynne, and Angela about locked curio glass cabinets

1. **Updates**
* Admissions Package now known as Move-In Package
* Sunrooms in SVO on both floors will now allow non-Kosher foods
* Family members allowed to eat with their loved ones in room or in Sunroom (SVO) or Potting Shed (SVToo), but not in Dining Rooms
* Resident rooms must be cleared 24 hrs after death but if Resident passes on Friday night, the body will remain in the room until sunset Saturday, as SV is a Jewish Home
* Planning for Senior’s Month in week on June 12, 2023 to honour Seniors & Residents → Elvis coming to SV
1. Adjournment
* Meeting adjourned at 8:27 pm

 **\***Next FC Meeting will be held virtually on Thursday, June 15, 2023, via Zoom**\***