

George Derby Family Council Minutes - Approved

Tuesday October 16, 2018

Call to order at 2:00 pm

Attending: John Knapp, Teresa Rodriguez, Sonja Alton, Lynda Copp and Mary Rossi

Regrets: Joe Sadowski

Guests: Ava Turner and Kate Tate

1) Introduction of new Councillors:

A warm welcome to Janet Brown (Husband Mick-Special Care East), Liz Kloepper (Father Nick-Main North) and Michele Edwards (Husband Gerard-Main South).

2) Introduction of Robert's Rules

Sonja suggested that if it may be possible to implement Robert's Rules of Order in our meetings. Might formalize content and identify actions. Ava will provide a cope of Robert's Rules for John to review.

3) Approval of minutes from Sept. 18:

Approved by John Knapp. Minutes are now posted on websites and available Council bulletin board located near the fish tank.

4) Matters arising from Sept. 18 minutes:

a) Election - October 9, 2018: All went smoothly and according to schedule

b) Tri-fold brochures:

A special thanks to Kate for the wonderful brochures. Brochures are posted on the website, and located at the front door as well as Council Bulletin board.

c) Recruitment results from autumn festival:

Five prospective recruits - Janet Brown, Liz Kloepper and Michele Edwards. Was a very successful day.

5) Ava: New GD management hire. Changes in responsibilities. GD organization chart.

Ava and Kate have been working on the Care side, providing one consistent individual to communicate any concerns with the residents and their care.

Role of Pro-Vita. Rhonda is the Care Manager for Pro-Vita nurses and reports to Kate.

Ava presented new Clinical Lead positions:

Special Care (8am-4pm)	Patricia Harry - (LPN)
Main South (8am-4pm)	Gerardo Chandia - (RN)
Main North (8am-4pm)	Nisal Abeysekera - (RN)
Lower North (8am-4pm)	Theresa Speirs - (LPN)
Evenings (1pm-9pm)	Doris Akator - (RN)

The Clinical Leads will report to Kate, make sure that all is complete and take part in the Care Conference for each resident. Ava will be presenting the GD Organization chart on the October 25 at the Board meeting and once approved, she will provide the final results on November 22. Any feedback can be addressed to Ava.

There is now a Social Worker at George Derby by the name of Asif and his start date is on October 29th. Asif will be in training with Kate and his days are from Sunday to Thursday. Ava and Kate will review his hours of the day.

6) Discussion: Communication with Families:

- a) New family orientation - no discussion
- b) Group photos - action in near future
- c) Care Conferences - no discussion
- d) Other opportunities - Sonja questions Secondary Goals of Council identified by John at Autumn Festival. John agreed to put the presentation together and offer it to Council as soon as possible.

7) Carry-overs from previous meetings:

- a) Summary list of Board of Governors and their expertise:

Ava will have the list available after the Board meeting.

- b) Mail list status update - Council email - John/Sukhdeep (resolved)
- c) Council minutes on G.D website - John/Sukhdeep (resolved)
- d) Possible participation in 'Care Committees':

Cancelled by Kate - alternative programmes being considered.

8) New matters: Open forum

Mary brought to the table that if anyone has any concerns or uncertainty, they can inform the staff at George Derby.

Kate stated that if someone seems to be locked between the two doors while trying to exit, they need to return to the lobby and re-key the code – 2676#.

9) Set next meeting date/time:

Monday, Nov 19th, at 2:00pm. Ava to book meeting room.

10) Meeting adjourned - 3:25pm