



MINUTES

The regular meeting of the Fairhaven Family Council held on Wednesday December 21st 2011 at 11 a.m. in the Board Room at Fairhaven.

ATTENDANCE

Members

Yvonne Leahy	Chair	Present
Merle Diplock	Secretary	Present
Gayle Wilson	Vice Chair	Present
Anne Smith	Treasurer	Present
Ted Smith		Present
Stewart Gilbert		Present
Jessica Beecham- Stockton		Present
Carol Whatley		Present
Margaret Foley		Present
Sharon Mindle		Regrets

Staff

Marilyn Young	Family & Client Relations Supervisor	Present
Joy Husak	Executive Director	Present
Sharon Drew	Director Resident Care	Present

1.0 The Chair called the meeting to order at 11:00 a.m.

A motion to accept the Agenda of December 21, 2011 was made by Ted Smith & seconded by Margaret Foley. Carried.

2.0 A motion to accept the **minutes of November 16, 2011 was made by Ted Smith and seconded by Margaret Foley Carried.**

3.0 Reports

3.1 Executive Director

Joy Husak announced that Fairhaven has been chosen by the CE LHIN to participate in a new initiative, Behaviour Support Ontario (BSO). A team will be developed and housed at Fairhaven. The team's purpose will be to assist Fairhaven in the management of resident behaviours from the earliest indication to prevent escalation; to support staff in intervention to prevent transfer and will work with other community supports.

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3.2 **Director of Care** – Reported that the job of Restorative Care Nurse is now a three day per week position. New RPNs have been hired and there are two new applicants for registered nurses. There will be extra staff available going into the Christmas season.

3.3 **Treasurer's Update** – Anne Smith reported that Family Council raised \$445.00 through ticket sales for the Christmas basket.

3.4 **Council Executive** – for the next 3 year term the Family Council Executive is:
Chair – Yvonne Leahy
Vice Chair – Gayle Wilson
Treasurer – Anne Smith
Secretary – Merle Diplock

4.0 **New Business**

4.1 **Admission Lean Project**– A team has been developed with representation from every department to simplify the admission process. Kim Kinder, a representative from Residents First, a Health Quality Ontario initiative is guiding the team through the process. A communication board is set up at reception explaining their progress.

4.2 **Issue Closure:** Beginning in 2012, items brought forward for discussion will have a 2 month limit.

4.3 **Staff Entrance Key Pad:** Staff have been supplied with swipe cards for entrance to the lower door. Members were questioned to see if this was a problem, because visitors leaving special care will no longer be able to exit from this door. It appears that this has not been brought forward as an issue.

4.4 **Welcome Coffee Break** – date to be determined as admissions warrant.

5.0 **Business Arising**

5.1 **Visiting Animals**– Ted Smith enquired about dogs being allowed in dining rooms. M Young explained that Resident Council is currently reviewing these guidelines and will bring them forward to the next meeting for input from Family Council.

Adjournment: The meeting adjourned at 1230. The next meeting of the Fairhaven Family Council is Wednesday January 18, at 2p.m.

N.B. Members then enjoyed a delightful luncheon provided by Fairhaven; with great entertainment by a slide show presentation and music by staff management choir.