

# RFCC Advisory Team Minutes



<b>Meeting Date:</b>	May 27, 2024	<b>Meeting Time:</b>	1330
<b>Chair:</b>	Kathy MacDonald	<b>Meeting Location:</b>	Chapel/Zoom
<b>Recorder:</b>	Joanna Johnson	<b>Next Meeting Date:</b>	June 24, 2024
<b>Attendees:</b>	Scott G (Family- 5 <sup>th</sup> floor); Glenn (Res 5); Carol (res 6); Cathy (Res 2); Caylene (Dietician); Tracy (Dir, Quality/Risk); Xia (Master Student); Judy (RCM); Debbie (Dir Res.Care); Krista (Dir Support Services); John (Maint Mgr); Elliot (Music Therapy Student), Richard (Family- Res 2) Amy G (Rec Therapy); Amy P (Rec Therapy)		

- 1.0 Welcome and introductions-
- 2.0 Additions to the Agenda: will add as the meeting progresses

### 3.0 Business arising from the minutes

3.1 Agenda Item: COVID response (Joanna)	
Discussion: Spring COVID vaccines are underway with only a handful of residents who have not had it due to running out of vaccine. Vaccine has been ordered and will be ready for pick up after May 8 <sup>th</sup> . Will continue to offer the vaccine to new residents.	
There has been a change in Paxlovid coverage. Paxlovid was used for the treatment of mild to moderate COVID systems in patients who were at high risk. The Federal Government was supplying Paxlovid to the provinces at no cost to the patient. Effective May 26, 2024, a 5 day course of Paxlovid will cost the patient approximately \$1288, and is not funded under Pharmacare.	
Action items: Joanna to continue to monitor the building for symptomatic residents, and send swabs as needed.	
Person Responsible: Joanna	Deadline: ongoing

3.2 Agenda Item: Capital Project update	
Discussion: 1) The backflow for water was replaced, however, it meant that the water was shut off for a short period of time on May 28 <sup>th</sup> . We had process in place so that it limited the affect of resident care.	
2) Hallway floors will be resurfaced for the 2 <sup>nd</sup> , 4 <sup>th</sup> and 6 <sup>th</sup> floor in the fall	
3) Call Bell system is being updated and replaced.	
Person Responsible:	Deadline:

3.3 Agenda Item: Recreation/Pastoral Care Updates (Amy, Debbie M)	
Discussion: The June calendar for Recreation will be out this week, some of the activities planned are a Father's Day roving cart, bus rides, Saturday music, BINGO, bonfires/smores; working in the garden; working on the living wall; Men's club to name a few.	

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<p>Summer students will also be starting for a duration of 14 weeks. There is one for pastoral care, one for music therapy and two for recreation therapy. If you see some new faces, be sure to say hi and introduce yourself.</p> <p>As for Pastoral Care, we will continue to have a variety of denominations come in to provide services to the residents. Please check the recreation calendars.</p>	
Person Responsible: Recreation Staff	Deadline:

## 4.0 New Business

<p>4.1 Agenda Item: AGM</p> <p>Discussion: This will take place in the Windsor Room on June 18<sup>th</sup> from 1400-1530, all are welcome to attend.</p>	
Person Responsible:	Deadline:

<p>4.2 Agenda Item: Safety</p> <p>Discussion: Reminder to not park at the end of the rows, if it is not a designated parking stall. We will be starting to issue tickets to those vehicles parked illegally. Also a reminder to lock doors, and keep windows up, as a vehicle that had the window left open had various items stolen. The young woman was seen crawling through the window, and several people passed her without saying anything about the incident, the police have been notified of the incident.</p> <p>Action items:</p>	
Person Responsible	Deadline:

<p>4.3 Agenda Item: Dental Care for Residents</p> <p>Discussion: Our regular dentist, Dr. Kirby, has decided that he will no longer be visiting SVNH on a monthly basis. Ken/Kathy has reached out to the DAL hygienist students to see if they can come and provide a cleaning service to our resident. As more information is available, we will update residents and families accordingly.</p>	
Person Responsible:	Deadline:

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4.4 Agenda Item: Quality Improvement	
Discussion: Tracy reviewed the Incident Reporting system that we use at Saint Vincent's. Also discussed the monthly safety audits that are completed, and what is reviewed at that time (such as loose cords, broken lights etc).	
Action items:	
Person Responsible:	Deadline:

4.5 Agenda Item: Resident Care and Quality of Life Survey 2024	
Discussion: This was sent out on May 10 <sup>th</sup> via e-mail, with paper copies at the front desk. The deadline for completion is May 31 <sup>st</sup> . We will tabulate the results and share them with residents, family members.	
Action items:	
Person Responsible:	Deadline:

4.6 Agenda Item: Financial Updates	
Discussion: Currently going through our end of year audit, once completed then it will be presented at the AGM, and other communication avenues.	
Action items:	
Person Responsible:	Deadline:

4.7 Agenda Item: Suggestion's for future topics	
Discussion: Please e-mail Kathy M for any future topics that you would like discussed at the meetings.	
Action items:	
Person Responsible:	Deadline:

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4.8 Agenda Item: End Of Life Care	
Discussion: Family member wondering if there is a palliative space for when a resident is at the end of life. An example was that it was a shared room, and the roommate was passing away. It would have been nice for that resident to have their own private space, so family could visit. At the moment, we can't decrease our bed count, however, it is on the wish list for our new facility.	
Action items:	
Person Responsible:	Deadline:

4.9 Agenda Item: Fundraiser for a Mobile Communication Hub	
Discussion: Suggestion was made to have a fundraiser so that residents could facetime on a TV, rather than using the small tablets. Advised that we do have a TV that is mobile which is used for meetings, and can be used with tablets. Education will be provided to rec on how to use "Vinnie" for ZOOM or Facetime calls.	
Action items:	
Person Responsible:	Deadline:

**5.0 Roundtable:** No items discussed

**6.0 Adjournment:** 1400