

RFCC Advisory Team Minutes

Meeting Date:	April 28,2025	Meeting Time:	1330
Chair:	Kathy MacDonald	Meeting Location:	Chapel/Zoom
Recorder:	Joanna Johnson	Next Meeting Date:	May 26,2025
Attendees:	Ken R (CEO); Bernard (RCM); Scott/Glenn (Family/Res-5 th); Carl (Res 4); Jeff/Hilda (Friends 3rd); Judy (RCM); Debbie M (Chaplain); Debbie C (DORC); Leyola/Anita/Annette (Res/Family 2 nd); Susan (Family 5 th); Dorothy/James (Resident/Family- 2 nd); Amy G (Rec Therapy); Krista (Dir of Ops); John (Facility Maint. Manager); Caylene (Dietician); James (Dir. Finance); two members on Zoom		

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 COVID 19 Response/IPAC update (Joanna): all those residents who are eligible have received both the RSV and Spring COVID booster vaccines. Joanna will continue to give those residents who are recently admitted to SVNH. There was a recent notice that the Shingrix vaccine will be publicly funded, an e-mail will be sent to families with more information once it becomes available.

3.1.1 Norovirus update: This was a particularly acute strain, as it took between 12-72 hours to recover from the symptoms. Overall, 88 residents and 43 staff were affected by the virus, and the outbreak was declared on March 19th and over on April 11th. Thank you to all the residents, family members and staff during this outbreak.

3.2 Capital Projects update (John): our two big projects have been completed. The new flooring on the 2nd floor dining room is now completed after a delay due to the outbreak. The chiller has now been installed on the roof, John and the Engineer did a site visit to discuss the deficiencies that need to be completed before the project is signed off.

3.3 Recreation (Amy G): Some of the upcoming activities will be a Queen's Tea to celebrate Victoria Day, as well as a roving cart for Mother's Day. Once the weather improves, we will be taking residents outside to enjoy the garden, as well as our usual music sessions on Saturday to name a few. We will also be having some students from NSCC assisting us with some of the recreation programs, as well as Pearce will be joining us full time in the next few weeks.

3.4 Pastoral Care Update (Debbie M): Easter Mass was well attended this year. All the denomination services are posted on the monthly recreation calendars that are on the units, and in the resident rooms.

4.0 New Business

4.1 Safety (Ken): if you see a safety concern, please report it to either the Clinical RN or the management team. Some of the recent safety concerns that we have addressed are:

4.1.1 Solarium Roof was leaking- recently fixed

4.1.2 Chapel exterior stairs: starting to rust, so structural engineer and architect were in last week to discuss how to repair. Once we have an estimate then it will go out to tender for the work to be completed.

4.1.3 Drum tables that were in the solarium have been moved to the Windsor room, visitors were seen sitting on it, and it spun. There was a potential risk for residents to sit on and injure themselves.

4.2 Mock Evacuation Drill (Ken/John): On May 22nd we will be doing a mock fire drill where we will be evacuating "residents" off the floor using our Stair evacuation chair. We will have

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some external observers from EMO who will provide us with feedback on how we did, and areas of improvement. These activities are completed every 3 years and has been delayed due to the recent outbreak.

- 4.3 2024 Taxes for Residents (James): Ensure that the taxes are completed for residents so that the information can be sent by the Canadian Government to their eligibility officer and possibly update their daily rate at the nursing home.
- 4.4 Admissions 7 days a week (Ken): On April 1st, the Department of Seniors mandated all the long-term care facilities to accept 7 day a week admission, previously it was Monday thru Friday. This has created a challenge as our PT/OT/dietician do not work on the weekend, and we are having to make decisions based on the paperwork that is coming from the hospital, which might not be accurate. Ken has developed a working group with other LTC facilities, Lawtons, and other stakeholders to assist in problem solving some of the potential issues.
- 4.5 Strategic Plan (Ken): It is a 5-year plan that was developed in September and approved this year by the Board of Directors. The plan was developed with the assistance of residents, family members, staff, and Senior Leadership through surveys and meetings. Some of our strategic directions that will shape how we conduct ourselves day to day are quality care, valuable team and strategic partnerships.
- 4.6 Spring/Summer Menu (Caylene): The menu committee met a few weeks ago to discuss the upcoming summer menu which will roll out in a couple of weeks. There will be some new items on the menu based on feedback from the residents.
- 4.7 Dental Services (Ken/Kathy): Ken has been meeting with the DAL dentistry department regarding coming to visit our residents. There is potentially some funding available to DAL to support 1 student/1 instructor to come and visit with our residents. It is still early talks, more information to follow.
- 4.8 Quality Data (Ken): we collect data with our InterRai assessments which allow us to compare ourselves to LTC facilities across Canada/Nova Scotia/Central Zone. Joanna has done the Annual Quality Report which includes this information, and will present it at the May 26th meeting.

5.0 Meeting adjourned at 1415