

RFCC Advisory Team Minutes



Meeting Date:	October 27, 2025	Meeting Time:	1330
Chair:	Kathy MacDonald	Meeting Location:	Chapel/Zoom
Recorder:	Joanna Johnson	Next Meeting Date:	November 24, 2025
Attendees:	Ken R (CEO); Scott/Glenn (Family/Res-5 th); Debbie C (DORC); Leyola/Anita (Res/Family 2 nd); Jeff (Friend-3); Caylene (Diet.); Laura F (OT); 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 Infection Control Update (Joanna): all residents received their fall Influenza vaccine last week, and those eligible for the fall COVID vaccine will receive it starting the week of November 2nd. Those residents who are eligible for the one time RSV vaccine will have received it.
- 3.2 Capital Projects update (Ken/John): The biggest project at the moment is the renovations taking place on the exterior stairs of the chapel. The project is still on track to be completed the middle of November. John has been meeting with the foreman daily to get progress updates and address any concerns as they come up. The second project is for heat pumps. We had engineers in to assess the building in order to develop a tender. Once the tender closes, then the information goes to the Department of Seniors for approval, and then we would award it. That project likely won't be taking place until this time next year.
- 3.3 Recreation (Amy G): Some of the November activities are Vinnie's Café on Friday which is a drop-in program of tea/coffee/bakery items which will be run by a resident and Volunteers. We will also be having a Remembrance Day Service starting at 10am on November 11th, there is a memorial service on November 21st, and Christmas choir practice for a concert taking place in December. There will be the usual activities of BINGO, Saturday Music in the chapel, Balloon Ball, Finishing Lines, Fancy Nails etc. For the full list of activities, please see the calendars on the units, in the resident's rooms or on our website.
- 3.4 Pastoral Care Update (Debbie M): The Korean Church continues to come on Monday mornings for hymn sing and visits and Catholic Service is on Wednesday mornings.

4.0 New Business

- 4.1 4th Floor Lab (Ken): As part of our Strategic Plan, we have a focus on staff development. We want to ensure that all staff have a strong orientation and that they all have consistent competencies so that the same level of care is given whether the staff is full time, part time, or casual. We have been observing the 4th floor room behind the dining room which has been used as a break room for the staff, as opposed to the original use of a space for families to visit with their loved ones. We are going to be turning this space into a lab, where staff can practice their skills such as use of the ceiling lift, using our mannequin for RN/LPN skills such as blood draws, catheter skills, injections etc.
- 4.2 Resident/Family Satisfaction Survey: Based on feedback from families, we separated it into two similar surveys; one for family members, and the other for residents. We received 31 responses from family members and only 14 responses from residents who were assisted by volunteers/LTCAs. A presentation of the highlights was given showing progression from 2022 to 2025. The full report will be made available to families/residents. Those items that were rated lower will be discussed and action items will be discussed for improvement.
- 4.3 Mitacs Funding: Mitacs is a federally funded group that funds research projects. Ken and Debbie have had an introductory meeting with a Dalhousie University faculty member to explore a collaboration. Our idea is to develop a research project that will help enhance our

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recreation activities in the evening and on weekends. The initial idea is have Recreation Intern(s) to assist with developing weekend and evening recreation programs that our LTCAs or our 9-9 CCAs could deliver. The details of the project may change as we work with the researchers. There are several steps to this process which are to put in an application, go through an ethics review to name a few. As more information is available, we will bring it to this committee.

- 4.4 Bus Safety(Laura): Most of our resident equipment such as wheelchairs is rented though the Red Cross Equipment Program. Recently, there was communication from Red Cross, Canada wide that their wheelchair tie down system for transportation (such as buses) was only tested when the wheelchair was not occupied. As an organization, we looked at the risk of having our residents using their wheelchairs in the SVNH bus. After careful consideration and evaluations, we believe that the risk is minimal given that we use a 4 point safety standard when placing a resident in the bus. However, we wanted to be transparent about the concern that the Red Cross brought up. If you have any concerns or questions, please contact either Amy Parker at aparker@svnh.ca or Laura Fowler (OT) at lfowler@svnh.ca to discuss your concerns or to request more information.

5.0 Round Table:

- 5.1 2nd floor dining room closure: There was a concern regarding the dining room being closed on Sunday October 19th, and taking until Oct 24th to have air quality testing completed. Explained that the manager on call received a call from the RN on Sunday regarding an unexplained irritant in the air which was causing some staff and residents to cough. The decision was to close the dining room right away, and to have all the residents eat in their rooms or solarium for the duration of the weekend. Surgical and N95 masks were made available for those that wished to wear them, and residents/staff were continued to be monitored for any further symptoms. There weren't any other units or rooms in the facility that was reporting any concerns. First thing on October 20th, John our maintenance manager, called an Air Quality Company to come and run tests, the earliest that they could come was October 22nd. In the meantime, we continued to have the dining room closed to all staff, residents and visitors, moved the fridge out of the dining room, and used the boardroom as a base for the kitchen staff. We believed the risk was minimal given that there did not seem to be evidence of any irritant beyond Sunday. Out of an abundance of caution, we kept the dining room closed until air quality could be completed. Once the Air Quality company completed their testing, the report didn't come back for 48hrs, so we continued to keep the dining room closed until the report was received. John received a verbal report on October 24th, that all the tests came back normal, so the dining room was reopened on October 24th.
- 5.2 CUPE Negotiation update: Saint Vincent's is at the Lead table for the negotiations between CUPE and the province for this round of negotiations. Saint Vincent's had completed negotiations of our local issues two years ago. CUPE did have a strike vote last week. We have an Essential Services Agreement with them and a plan should a strike occur. We are still early in negotiations. The next date for negotiations is November 7th. As more information is made available we will send updates to the families.

6.0 Meeting adjourned at 1406