

**FAMILY ADVISORY COUNCIL MEETING  
MINUTES  
Monday, July 10, 2023  
6:45 pm to 8:30 pm**

**PRESENT:** Andrea Gregor (Co-Chair); Shari-Ann Rosenberg (Co-Chair); Pat Gerada (A2); Gilad Samuel (A3); Tammy Joffe (A4); Rose Printz (A6); Eileen Shapero (A6); Anne Clavir (A7); Marcie Tarder-Stoll (A7); Rebecca Egier (Community); Sholom Glouberman (Community); Gail Kaufman (Community); Paul Litwack (Community); Jolanta Morowicz (Community); Bernard Rachlin (Community); Frieda Schaffel (Community); Eric Sobel (Community); Lea Teper (Community); Mide Seyi-Ajayi; Lori Socket

**REGRETS:** Barb Abrams (A2); Shari Burrows (A2); Alexis Dawson (A2); Lisa Gold (A2); Gary Fleischmann (A2); Rene Pardo (A2); Cheryl Lipman (A3); Heather Rich (A3); Jori Lichtman (A3); Vladimir Radian (A4); Andrea Share(A4); Sarah Fishman (A5); Marcia Gilbert (A5); Gayle Kaufman (A6); George Keri (A6); Judy Steiner (A6); Brenda Vernon (A6); Virginia Lee (7); Lesley White (A7); Gloria Good Draper (Community); Francie Kendal (Community); Annie Papernick (Community); Mark Schlossberg (Community); Sharon Silberstein (Community)

**GUESTS:** Jenny Moloney

The FAC meeting was held via on-line zoom.

**1. APPROVAL OF MINUTES AND AGENDA**

**Approval of Minutes of June 12, 2023**

*It was duly **MOVED** and regularly **SECONDED** that the Minutes from the Family Advisory Council meetings on June 12, 2023 be approved. **MOTION CARRIED.***

**Approval of Agenda of July 10, 2023**

*It was duly **MOVED** and regularly **SECONDED** that the Agenda of the Family Advisory Council held on July 10, 2023, be approved. **MOTION CARRIED.***

**2. STANDING / NEW BUSINESS**

**2.1. Workplace Violence Jenny Moloney**

Jenny Moloney attended to present the posters and policy on Workplace Violence. The posters were included in the meeting package. Discussion was held on Baycrest being a healthy and safe work environment. Baycrest has a zero tolerance policy regarding aggression and violence.

**2.2. Sharing Dance with People Living with Dementia Roseanne Aleong**

There is a new research project with the National Ballet School of Canada. Roseanne presented a short video on the research program. This collaboration created a new dance program called Sharing Dance with Older Adults. This program was meant to bring the power of dance and creative movement to older adults, some of whom may be living with mobility issues or living with cognitive impairment. In 2022 Baycrest, the National Ballet School as well as UHN collaborated to produce a documentary film about the Sharing Dance with Older Adults program. The 3 sites are also collaborating on a research project to evaluate the potential impact of the documentary. We are currently recruiting residents in the Apotex to engage in the study. As well, we are looking to recruit family members who would like to be involved. Please let Lori know if you have any questions or would like to participate in the project.

**2.3. Apotex Update Mide Seyi-Ajayi**

Masking Changes

There has been changes made to the masking requirements. If staff are providing direct care or spending 15 minutes or more with a resident and within the 6 feet range, they are required to wear a mask. Also, they must wear a mask if requested by a resident.

Staffing

Next Wednesday we will be doing a full day of interviews for PSW staff. We are also looking at our current budget to find funding for increasing the number of staff. We are also adding 2 part time positions in our recreation department with the intention to provide more weekend coverage.

Research Opportunities

Rosanne Aleong has recently met with our Apotex leaders. There 2 streams of research at Baycrest: the Rotman Research Institute (RRI) which mainly focuses on healthy ageing, and the Centre for Ageing and Brain Health Intervention (CABHI). Mide explained how CABHI can access our database for candidates for research.

**2.4. Question & Answer All**

Care Plans

How are the care plans implemented for new residents and who is checking them? The care plan has always existed. The nurse makes the changes to the care plan. The care plan is communicated by the nurses at the shift change handover. Also, when they log into PCC, they see the care plan. In the past few months, we have hired an Advanced Practice Lead to help assess and educate our staff on how to best use the care plan. We will invite Lisa to a future meeting to discuss this issue.

**2.5. FAC Elections – June 2023**

We are looking for a 3<sup>rd</sup> co-chair for the FAC. Please contact Lori, Shari Ann or Andrea.

**NEXT MEETING**

The Family Advisory Council will next meet on Monday August 14, 2023 at 6:45 pm.

**FAMILY ADVISORY COUNCIL MEETING  
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6:45 pm to 8:30 pm**

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**GUESTS:** Adriana Shnall  
Rabbi Haber

The FAC meeting was held via on-line zoom.

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**Approval of Agenda of August 14, 2023**

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**2. STANDING / NEW BUSINESS**

**2.1. The Canadian Caregiver Adjustment Needs Tool Adriana Shnall, Program Director, Koschitsky Centre for Innovations in Caregiving**

The role of the Koschitsky Centre is to do research, education, training, and best practices around how to help families. Adriana presented the Canadian Caregiver Adjustment Needs Tool for input from the FAC. This is a screening tool to help us understand the needs of families. Please contact Lori if you wish to speak with Adriana regarding further updates to the tool.

**2.2. High Holiday Update Rabbi Haber**

Rabbi Haber presented the plans for the upcoming high holidays. There will be 3 services being held in person. The orthodox service will be held in the synagogue, the conservative service will be held in Wortsman Hall and the reform service will be held in the Winter Garden. Due to limited seating capacity, we will allow 1 family member or caregiver to accompany the resident to services. Rabbi Haber assured us that female caregivers of male residents will not have any issues attending the Orthodox services.

Planning is also underway for Sukkoth. More information will be provided at an upcoming meeting.

**2.3. Apotex Update Mide Seyi-Ajayi**

Care Plans

We are working on the About Me forms to keep them as simple as possible. A care plan can be many pages and the About Me form is a one page quick information guide. We are also providing our staff with education on person-centred care. The nursing team is currently looking at the accuracy of the resident care plans.

Elevators

Currently 2 of the 3 main elevators are working. Mide has asked that the maintenance issue of the elevators be escalated in priority. We have been waiting for parts for over a month. We have a consultant coming in to assess our elevators.

Long Term Care funding

We are being creative with how we are using the government funding in the Apotex. The majority of care happens during the day. We are recruiting for 12 float positions to cover the 6 floors to ease up the RPN's work. We are also looking to recruit for night PSW's.

**2.4. Update on recent Ministry Inspection**

We had an inspection which was conducted in June/July to review our submitted critical incidents. This is the second inspection in a row where we had no compliance orders.

**2.5. FAC Elections –2023**

Co-Chairs Shari-Ann Rosenberg, Andrea Gregor and Rose Printz were elected, by acclamation.

**2.6. Question & Answer All**

Food

The quality of some of the food is not very tasty and sometimes it is hard. We have recently made some improvements through the resident food committee. Options are given to the residents.

There doesn't seem to be supervision in all the dining rooms. Mide will discuss this with Lisa to ensure there is someone in each side of the dining rooms.

**2.7. 5 minutes of Gratitude**

Joanie has been grateful to the staff who assisted with the transition of her family member.

Shari Ann is thankful to all the staff for their amazing care of her family member.

**NEXT MEETING**

The Family Advisory Council will next meet on Monday September 11, 2023 at 6:45 pm. We will be having a presentation by the Family Council of Ontario.

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**GUESTS:** Sam Peck, Family Councils of Ontario

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**2. STANDING / NEW BUSINESS**

**2.1. Making the Most of Your Family Council Work Sam Peck, Executive Director, Family Councils Ontario**

Sam Peck, Executive Director of the Family Councils Ontario attended our FAC with her presentation on Making the Most of Your Family Council Work.



Baycrest FAC\_Sept  
2023\_Handout PDF.1

Links to programs and resources in her presentation include:

- FCO Curriculum Cafe series: <https://fco.ngo/priorities-and-projects/curriculum-caf%C3%A9>
- The Fixing Long-Term Care Act, 2021 What does it mean for family councils? factsheet: <https://fco.ngo/files/Fixing-LTC-Act-and-FC-2022.pdf>
- [Complaints Fact Sheet - Fixing the Long-Term Care Act, 2021](https://fco.ngo/files/5.-Complaints-Fact-Sheet-EN.pdf) (MLTC document): <https://fco.ngo/files/5.-Complaints-Fact-Sheet-EN.pdf>
- Continuous Quality Improvement Fact Sheet - Fixing the Long-Term Care Act, 2021 (MLTC document): <https://fco.ngo/files/6.-Continuous-Quality-Improvement-Fact-Sheet-EN.pdf>
- Slide Deck: An Overview of Fixing the Long-Term Care Act, 2021 (Webinar) (MLTC presentation): <https://fco.ngo/resources/slide-deck-an-overview-of-fixing-the-long-term-care-act-2021-webinar>

Sam also shared a sample referral form template to help track concerns.



FCOSampleConcern  
ReferralFormTempla

## **2.2. High Holiday Update Mide Seyi Ajayi**

Mide provided an update on the planned High Holiday activities. Services are planned for all the high holidays for Reform, Conservative and Orthodox. Please contact your Therapeutic Recreationist if you have any questions regarding the services. Food services has planned for a meaningful Rosh Hashanah dinner.

## **2.3. Apotex Update Mide Seyi-Ajayi**

### Staffing

One of our managers has recently returned from Mat. Leave. Homaira is the manager for Apotex 5. We thank Daniel Navy for acting as an interim manager. Tanya has also returned from Mat Leave. Tanya is the social worker for Apotex 4.

Our pharmacist, Leo, will be leaving us and Mark Kwa will be here to replace Leo.

### Food Services Update

There was recently a change in the legislation regarding food services workers. Our dietary aides were always required to have a Food Service Workers certificate. The requirement has now been broadened, and they are opening the position to workers who have experience in the food services industry. We are reviewing our interview guide to ensure that we have the right fit when hiring new staff.

### Employee Engagement Surveys

The Employee Engagement surveys were completed in April and we now have the results. As a team, the Apotex has done a lot of work validating the feedback with our staff.

**2.4. Question & Answer All**

Security Guards

The security guards are still wearing uniforms. We have requested that they wear casual clothing.

**2.5. December meeting**

Please note that the December meeting will be a closed meeting.

**NEXT MEETING**

The Family Advisory Council will next meet on Monday October 16, 2023 at 6:45 pm.