



**The Simkin/Weinberg Resident Council  
Minutes**

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**Thursday, October 19, 2017  
1:30 p.m.  
Boardroom**

**ATTENDANCE**

**Simkin Centre Staff:**

Cindy Greenlay – TR & Support Services Mgr <b>(Facilitator)</b>	<b>X</b>	Alanna Kull – Director of Care	<b>X</b>
Irwin Corobow - CEO	<b>X</b>	Janet Conrad – Executive Assistant	
Food Services – Valerie Burachynsky	<b>X</b>		

**Board of Directors:**

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**Guests:**

Leonie Cabredo, Housekeeping/Laundry Supervisor	<b>X</b>
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**Call to Order:**

Cindy Greenlay called the meeting to order.

**1. Welcome & Introductions:**

- Cindy introduced herself. Those present introduced themselves.

**2. Aviva Tabac, Fundraiser:**

- Cindy announced to the Council that we have a new Fundraiser. She works Monday, Wednesday and Friday. Because Resident Council meets on Thursday, Aviva is planning to switch work days with her other job so that she can attend a Council meeting to introduce herself. We hope to have her here next month at the November meeting.

**3. Laundry Department Processes (Leonie):**

- At the last Council meeting residents asked questions about how the laundry is processed. Leonie was invited to attend today to share with residents how their laundry is processed. The complete turnaround for in-house laundry is 2-3 days. Residents were reminded to let nursing staff know if they are missing a clothing item. We don't know it is lost if you don't tell us.

**New Admission**

- Laundry staff will go to the resident's room. Staff will explain the process and label all items (clothing, bed linens, etc.). The label will be color coded (based on unit) with the resident's name & room #. All laundry will return folded or hung on a hanger.
- Clothing the resident is wearing during admission will be placed in a separate bag with their name and room # and will be sent to the laundry by a nursing staff for labeling and wash.



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**Process for doing daily Laundry**

- Evening staff will bring down soiled personal laundry and the laundry is washed and dried. Once personal clothing laundry is done, it will be delivered to the unit. Any unlabelled items are marked with the unit it came from and the date.
- We plan to have plastic tubs located in the main laundry department for lost clothing. Each tub will be labeled for each unit (total 5). We are planning to have a “Lost and Found” day so that residents and families can look to see if they have any clothing that is lost. We will let you know when we finalize the date.
- If personal clothing get thrown in with the sheets, then it goes to Winnipeg Laundry. If this happens, it could take months before it is returned.

**4. Budget:**

- The August 2017 budget was distributed and reviewed. The balance at the beginning of August was \$2,548.63. The monthly interest from the Resident Trust Account at the bank was \$29.81. The ending balance was \$2,578.44.
- In July, council paid \$430 for entertainment. The entertainment was for the summer unit BBQ's. \$39.77 was spent on bird seed.
- Cindy told the Council that we really need to spend approximately \$1,500. The Council did purchase outdoor lawn chairs. You will have noticed them outside as you enter the facility.
- In November, the Therapeutic Recreation Department is planning a program called “Coats for Kids”. They asked if Resident Council would be interested in purchasing 1 or 2 children's winter coats. This is for children who are poor and can't afford to buy coats. A suggestion was made to spend \$250. The Council agreed.
- A resident mentioned that in November, the box for poppies will be placed at the Security desk. She noted that in years past they have not collected very much money, not enough money to cover the costs to make the poppies. It was suggested that the Council make a donation of \$100 to the box. The Council agreed to make this donation to the Fort Gary Legion.
- The sub-committee to talk about how to spend money did not meet yet.

**5. Correspondence:**

- The Council decided not to send a letter to the doctors/nurse practitioner.
- The Council suggested sending a thank you letter to all staff for the good job that they do. Several years ago Resident Council put together little gift bags with candy and passed them out to staff. Cindy will leave this on the agenda for next month for further discussion.

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- A suggestion was made to send a congratulations letter to Matthew Leibl and Cantor Mass as they have been given “Rabbi” status at the Shaarey Zedek. Council thought this was a good idea. Irwin Corobow will deliver the letter to the CEO of Shaarey Zedek.
- 6. Pancake Breakfast Fundraiser:**
- This fundraiser is scheduled for Tuesday, October 24<sup>th</sup> from 7 am to 9 am.
  - The money will go towards the staff Festive Season party in December.
- 7. New Call Bell System Update:**
- We are hopeful that by the end of October a new call bell system will be installed.
- 8. Tub Room Sub-Committee:**
- Rod Biddell spoke to an interior designer about redesigning the tub rooms. She agreed to take a look at the rooms.
  - Cindy will meet with Alanna about blanket warmers.
  - Rod and Cindy will develop a budget for this project and timeline to complete it.
  - They will provide a report at the next meeting.
- 9. Security Reminding Residents about Supper at 4:30pm:**
- At the last meeting, residents suggested that the Security Guard remind residents sitting in the Atrium that it was supper time. Sometimes residents are visiting in the Atrium and forget the time.
  - Cindy spoke to the Security Guard, Ivan. However, he has been away for several weeks on sick leave. Once he returns, she will suggest this again.
- 10. Recognizing Resident Council Members Who Have Passed:**
- As a facility, we send out a condolence card to the family of the resident who has passed.
  - A resident asked what Resident Council does if a member passes. He suggested having a moment of silence during the meeting. The Council had a discussion about what they wanted to do, if anything.
  - A suggestion was made to purchase postcards and send out a postcard to the family from the Council. Cindy will work with Janet to develop a postcard from the Council. This will remain on the agenda.

Resident Council stopped the meeting and had a moment of silence in memory of Perle who passed away last week.

**11. Reports:**

**11.1 Nursing Department**

- Alanna Kull announced that the Flu Clinic is just getting started. Staff are contacting residents and their families to get consent about which flu vaccine they want to get this year because there are two kinds being offered. Residents who wish to get the vaccine should be receiving in within the next two weeks.

**11.2 Spiritual Health Department**

- The Department is working with the TR Department to plan the Family Christmas Party in December – as well as Hanukah.
- Because there have been a number of losses here at the Simkin Centre, Spiritual Health has been very busy assisting families and staff with grief.

**11.3 Therapeutic Recreation Department**

- The Department is planning for the month of November. They are planning the Remembrance Day program. The service with residents is planned for November 10<sup>th</sup>.
- “Broadway Show Tunes” program is scheduled for the end of November.
- The pumpkin decorating contest is planned from October 31<sup>st</sup>.

**11.4 Dietary Services Department**

- Serving 3 courses at once was something that was brought up by a resident at the last meeting. Valerie expressed concern about this. She said that this is not allowed at the Simkin Centre. Staff are specifically trained not to do this and are audited. Valerie will ask residents where they are specifically experiencing this (which floor and when). One course is supposed to be served at one time. She indicated that the Department is meeting next week and she will ensure staff are reminded not to serve all courses at once. She thanked residents for their feedback.
- At the Dietary Services Department meeting next week, staff will be reminded about food presentation and using the correct utensils for portioning food. In November, they are starting a training program designed to show staff how food should be placed on the plate properly.
- We are beginning to transfer our menu into the Fall/Winter menu. Valerie asked for suggestions for the menu.



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**12. Beefs, Bouquets, and Suggestions:**

- A resident suggested getting a committee together to talk about a New Year's Eve program. Cindy will speak to her TR staff and they will contact this resident when they start planning.
- A few residents commented that their clothes seem to have shrunk. Cindy explained that standards require us to wash laundry at a certain temperature. She reminded residents that we use industrial washers and dryers. We don't sort laundry according to color or delicates like you would at home. The only solution is to purchase clothes that are more durable.

**NEXT MEETING: November 16, 2017 – 1:30pm in the Boardroom**