

Menno Place Family Council

Meeting Minutes

June 19, 2025 – 7 to 8 pm

Virtual Meeting

Time	Discussion Item(s)
7:00 – 7:15	Call to Order (Chair) <i>First Nations Land Acknowledgement: We acknowledge the traditional, ancestral and unceded territory of the Stó:lō peoples, specifically the Sumas and Matsqui First nations. We admire the community-of-care and respect of Elders prevalent in First Nations culture and acknowledge that the Family Council aspires to be a meaningful and effective community-of-care.</i> Review the Agenda. We will not be following Robert’s Rules of Order. Introductions of Family Council Executive: Robert Schulz - Chair Marlee Groening – Co-Chair Kathleen McMillan – Co-Chair Sarah Browne – Co-Chair Leah Savage – Co-Chair Introductions of Menno Place Staff: Kim Wiebe – Social Worker, Menno Home Dan Janzen – Social Worker, Menno Hospital Pooja Mishra - Executive Director of Care Services, Menno Place Introductions of Fraser Association of Family Councils (FAFC): Lisa Dawson
7:15 – 7:30	Welcoming Remarks and Family Council - Brief Description (Chair)

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	Background: Purpose, Terms of Reference and Code of Conduct (Chair) Questions about Family Council (Family Council Members, Executive and FAFC)
7:30 – 7:40	Election of the Family Council Executive (FAFC facilitate)
7:40 – 7:55	Open Discussion and Family Introductions (Chair)
7:55 – 8:00	Schedule next meeting (Chair)
8:00	Adjournment

Topic	Discussion	Action	Assigned To/Date Due
Attendees	Committee: Marlee Groening, Rob Schulz, Sarah Browne, Marlee Groening Resident friends and family members	None	N/A
Regrets	Leah Savage, Kathleen McMillan	None	N/A
Call to Order (Chair) Review the Agenda. We will not be following Robert’s Rules of Order. Introductions of Family Council Executive: Robert Schulz - Chair Marlee Groening – Co-Chair Kathleen McMillan – Co-Chair Sarah Browne – Co-Chair	First Nations Land Acknowledgement – Rob <i>We acknowledge the traditional, ancestral and unceded territory of the Stó:lō peoples, specifically the Sumas and Matsqui First nations. We admire the community-of-care and respect of Elders prevalent in First Nations culture and acknowledge that the Family Council aspires to be a meaningful and effective community-of-care.</i> Lisa Dawson is from the Fraser Association of Family Councils and is supporting us to set up our Family Council.	None	N/A

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Leah Savage – Co-Chair Introductions of Menno Place Staff: Kim Wiebe – Social Worker, Menno Home Dan Janzen – Social Worker, Menno Hospital Pooja Mishra - Executive Director of Care Services, Menno Place Introductions of Fraser Association of Family Councils (FAFC): Lisa Dawson	Lisa put out an email soliciting participation for friends of family members and residents to be an executive on the Fraser Health Family Council for Menno Place Long Term Care (LTC) – Menno Home & Menno Hospital. The five people listed below have volunteered to be Family Council Executive members. The voting to elect each of them to the Family Council will occur in this meeting. Voting happens once per year in June. The Menno Place staff on the council are: Kim and Dan, the Menno social workers, are our direct contacts for Menno Place Pooja will be attending future meeting if held during the cay Lisa Dawson, Acting Chair of Fraser Health Family Council & Chair of Vancouver Family Council Assn We are now legislated to have family councils at all LTC facilities in BC		
Welcoming Remarks and Family Council - Brief Description (Chair) Background: Purpose, Terms of Reference and Code of Conduct (Chair) Questions about Family Council (Family Council Members, Executive and FAFC)	We are: ● A group of volunteers ● Family members, friends, reps of residents Our role: ● Attend meetings and participate in the council ● Bring forward and address compliments and concerns with Menno Place LTC staff ● Advocate for our loved ones in care	Attach the Code of Conduct and Terms of Reference to the email when sending out the minutes.	Rob

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	We encourage and welcome resident’s family/friend/representative participation Meetings will be scheduled on regular basis We have a Code of Conduct for meetings and a Terms of Reference for the family council. Will not read through these documents but will distribute it out for everyone to read with the minutes. They are helpful to explain how we operate. Will attach the documents to the minutes when we distribute		
Election of the Family Council Executive (FAFC facilitate)	Because this is our first official meeting, we need to elect the Family Council Executives so we can carry out the duties of the council 1 year terms – voted in each June We do have a quorum at this meeting so we can carry out the vote. Voting results are: ● Rob Schulz – all voted yes ● Marlee Groening – all voted yes ● Kathleen McMillan – all voted yes ● Sarah Browne – all voted yes ● Leah Savage – all voted yes	None	N/A
Open Discussion and Family Introductions (Chair)	Introduction of attendees, history and some experience of loved ones in care, personal situations of health and care. Some questions that have come up:	Put questions (bold text) into the Interaction Tracker for	Sarah – June 30, 2025

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	• How are the residents being hydrated? At lunch 1 member noticed a red liquid for the residents. Loved one had a diabetic sticker on his room. Concern may have drunk other people’s juice as well, concern for high blood sugars. Family has spoken to RN and other nurses about the issue. • Is there a way for the residents to drink more water? Limit juice? If people don’t like plain water can they put some flavour in it? Communications between Menno Hospital and Abbotsford Hospital was not good – how can this be improved? • Was told the communication happens through the family but we’re not the professionals. • The council can take the questions forward to staff if family is not comfortable to do so. Staff are busy and talking to a nurse was challenging. Understand they’re busy but whatever we can do to improve that would be good. Ask about communication – from one shift to the next. What is the protocol? How do they ensure staff are following the procedure? Are there quality audits? Are there enough supervisors on each shift? • Personal account of the day husband passed away, her daughter was there, family had all seen him the day before and left once he passed. Family was unaware that the staff do a honour guard (passing	tracking and handling Review the minutes and provide feedback	All Executive FC Members – not sure of due date
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	ceremony) where they line the hallway. • RN and Chaplain described the Passing Ceremony. Family queried Why is the “honour guard” not mentioned in the welcome package? Would like to have been there for that event but didn’t know it was going to happen. Chaplain wanted to know if there was a special song that they wanted to play while he was being taken to the funeral home. Marlee shared that it depends on when the passing occurs. Marlee – did we miss your introduction after Ellen gave hers? If yes, apologies and should we insert it here? Leah Savage & Kathleen McMillan were unable to attend due to a family emergency.		
Schedule next meeting (Chair)	The next meeting will be in September Daytime meetings are difficult for Family Council members who work but the Menno staff can only attend Monday to Friday in the daytime. Suggested September 18th If daytime, can we do over the lunch period and then the Menno staff can be on site? And others attending the call could be in person or call in. If not lunch, then what is the earliest or latest in the day that the Menno staff can attend a meeting.	Connect with Menno staff to see when on September 18th they could attend a meeting. Earliest and latest times during the day or over the lunch period (12 noon to 1 pm ideally) Book meeting	Rob – what due date would you like?
Adjournment	Meeting adjourned at 7:36 pm		