

**Roger's House Family Advisory Committee Meeting
Monday May 9, 2016**

Present: Nancy Graham (recorder), Andrea Gumpert, Osama Abdali, Kimberley Jordan, Beatriz Alvarez, Helen Yoxon, Megan Wright

Regrets: Mindy McHardy (Acting Chair), Anne Jones, Jean Murray

1) Welcome, Approval of Agenda: Megan Wright added playroom renovations to the agenda. Quorum not achieved due to attendance – most agenda items were deferred.

2) Approval of Minutes of last meeting: Moved by Helen and seconded by Kimberley the minutes of March 21, 2016 were accepted as circulated.

Follow Up items:

(i) Confidentiality Agreements: 3 remaining agreements are required – Osama, Sharon & Alex (still to be completed).

(ii) Social media Policy: Distributed.

(iii) Satisfaction Surveys: Report deferred due to the urgency of playroom renovation discussions.

(iv) Interview Booklet: circulated to committee for feedback. **Action:** Nancy to make final revisions & recirculate.

(v) FAC Recruitment: 9 interested parties responded to the call for members. **Action:** Mindy, Nancy & Megan to meet within the next week to plan interviews & succession plan.

(v) Follow up from 2014 –15: (a) Revised Family Handbook: this has been posted on the RH website. The participation of the FAC in the revision of the handbook was highlighted in an email to families (done).

3) New Business:

(a) 2016/17 FAC Priorities: Deferred.

(b) RH Pamphlets: Transition & Symptom Assessment pamphlets shared with committee members.

(c) Annual Report: Deferred

(d) Playroom Renovations: A large donation has been made to Roger's House which is designated for improving existing facilities for the children. Three areas will be focused on: updating the furniture, redesigning the patio and renovating the playroom. Megan introduced the architects & interior designer who have been hired to renovate the existing playroom. Their presentation focused on connecting with nature (lots of wood), lowering the windows for children in wheelchairs, improving the acoustics & adding texture. **FAC is being consulted regarding plans for honoring the children.** Three possible designs

were proposed – individualized flowers (butterflies, etc.) on the existing columns, colored pieces in latticework over the windows and a mobile made of stars (butterflies, etc.). The outdoor patio landscaping project will begin June 22. **Action:** Megan has asked for 4 parent volunteers to participate in creating the design. They would be expected to meet with the architects, designer & leadership team approximately every 10 days until construction begins in early September.

(e) 10 year Anniversary Events: Megan reported on plans to celebrate RH 10th anniversary. June 16 is an event for donors & original founding partners (300 + attendees). June 21 is an event for families, staff and volunteers (300 + attendees). There will be speeches and an open house at each event. There are also plans for 10 days of media events leading up to the June dates.

(f) Other: Megan also reported on other recent news:

- Introduction of social media at RH for families & stakeholders.
- Physician-assisted death legislation (Pediatrics not included).
- Introduction of the visiting hospice program.
- Extension of contract for the second Recreation Therapist (1 year).
- Proposed review of counselling services (based on best practice).
- Increased referrals to the Palliative Care Program by 40% in the last 2 years.

4. Items for Follow Up:

As indicated on the 2015/2016 Work Plan

Next Meeting

6:00pm Monday June 27, 2016

***** Note – this is a proposed date, yet to be confirmed *****