

Brunswick County Community Advisory Committee
David R. Sandifer County Administration Building
Government Center Dr. NE, Bolivia, NC 28422
Minutes of Quarterly Meeting April 23, 2019

Members present: The presiding officer was Madam Chairman Barbara Voorhees, and a quorum was present including: Holly Brenneman, Colleen Combs, Arlene Rushin, Carol Sutter, Sheila Umbricht, and John Walz. New member in training Mary Ann Dugan was introduced

Members absent: Eileen Clyne, Ashley Wells, and Cindy Arndt who resigned February 2, 2019

Ombudsmen: Kandace Lego

Also present Tammie Robinson, Adult Home Specialist BC DDS and Beverly Heine Adult Services Supervisor.

Meeting called to order by Madam Chairman Barbara Voorhees at 10:02 am.

Quarterly Education:

Handout - Activity Director Qualifications 10A NCAC 13D.2801 for Skilled Nursing Facilities (Brunswick Health & Rehab, Autumn Care, Brunswick Cove, Southport, Universal) and 10A NCAC 13F .0404 for Adult Care Homes (Shallotte Assisted Living, Leland House, Arbor Landing, Carillon). The requirements re: education, certification and experience were highlight for each type of facility.

Handout 10A NAC 13F .0905 Activities Program for Adult Care Home was discussed with the following items highlighted

1. Director shall design an activity program to promote the residents' active involvement, prepare a monthly calendar which considers their interests and involve community resources.
2. There shall be a minimum of 14 hours of a variety of planned group activities per week. Each resident shall have the opportunity to participate in at least one outing every other month.

10A NAC 13F .0906 Other Resident Care and Services
Free transportation to necessary resources and activities.

Old Business: none

New Business:

1. The minutes of the January 22, 2019 meeting were unanimously approved after a motion by Brenneman with a second by Walz.
2. Voorhees requested that members review the By- Laws and make suggestions for amendments at the July 23 meeting. She also asked that members consider running for

chairman and secretary. These offices will be discussed at the July meeting and election will be at the October 22 meeting.

Quarterly Time Sheets

These were mostly submitted. Members are reminded to submit the sheets to the Ombudsman after their last activity in the quarter or at the latest by the last day of the quarter e.g. 2nd quarter reports should be in by June 30.

Schedule of visits for upcoming quarter

Schedule was established with a “save the date” in the 3rd quarter of 2019.

Review of quarterly visits –

Quarterly site visit reports were presented, discussed and updates given where needed. The Ombudsmen had summarized the January -March visits and handed out a written copy to the members. This made it very easy to follow along and make notes. Team leader Voorhees or Rushin will remind committee members what they should look out for before they go to a facility’s next visitation.

Tammie Robinson and Beverly Heine contributed to the discussion re: the most recent visits to the adult care facilities and any violations.

Announcements:

The committee members thanked Kandace for the delicious breakfast and plants which had been presented to them for National Volunteer Week which was April 7 -13.

National Nursing Home Week May 12-17- Theme “Live Soulfully” will celebrate Skilled Nursing Facilities, staff and residents by showcasing how they achieve happy minds and healthy souls through activities.

Next meeting is July 23, 2019 @ 10:00 am in the David Sandifer Administration Building.

Meeting adjourned at 12:01 p.m. after a motion by Combs with a 2nd by Rushin.

These minutes are subject to corrections and approval at the next or future quarterly business meetings.

Respectfully Submitted,

Sheila K. Umbricht, Secretary

