**Minutes for the \_\_\_October 15, 2019\_\_\_\_\_meeting of the**

**Durham County Adult Care Home Community Advisory Committee**

**Attendance:**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Jan | Feb | Mar | April | May | June | July | Sept. | Oct | Nov | Dec |
| Austin, Jeffrey L | X | X | X | X | E | E | X |  | Resigned  |  |  |
|  Borer, Amanda | E | X | X | E | X |  E | X | E | E |  |  |
| Fox, Dean | X | X | X | X | E |  X | X | X | X |  |  |
| Frazier, Margie | X | X | E | X | X |  X | Resigned |  |  |  |  |
| Gaston, Christa (Asst Secr) | X | E | X | E | X |  X | X | X | X |  |  |
| Green, Shelbia | X | E | X | X | E |  X | X |  | Resigned |  |  |
| Howze, Tamario | X | X | X | E | E |  X | E | X |  |  |  |
| Kirby, Earl (Vice Chair) | X | X | X | X | X | X | E | X |  X |  |  |
| Leathers, Chiquetta Harris |  |  |  |  |  |  | X | X |  X |  |  |
| Pifer, Jennifer Melvin | X | X |  | E |  | Resigned |  |  |  |  |  |
| Price, Gwen |  | X | X | X | X | X | E | X |  X |  |  |
|  Roth, Sue (Chair) | X | X | X | X | X |  X | X | E | X |  |  |
| Schneider, Anne (Secretary) | E | X | X | X | E | E | X | X |  X |  |  |
| Simpson, Martha  | E | E | X | X | X | X | X | X | Resigned |  |  |
| Suiter, Gilda |  |  |  |  |  |  | X | X |  X |  |  |
| Winters, Vickie | X | E | X | X | X | X | E | X |  |  |  |
| Pam Palmer, Ombudsman | X | X | X | X |  X |  X | X | X | X |  |  |
| Matthew Thompson-DSSAdult Home Specialist | X | X | X | X | E |  X | X | X | X |  |  |

X = Attend E = Excused Absence Blank = Absence Shaded = Off Committee

**Call to Order**

The meeting was called to order by Sue Roth at 8:50 am. Quorum was reached at 8:55 a.m.

**Adoption of Agenda**

A motion to adopt the October 15, 2019 agenda was made by Anne Schneider seconded by Dean Fox. Motion approved.

**Announcements from the Chair**

1. Introduction of team leadership-Sue Roth (Chair), Earl Kirby (Vice-Chair), Anne Schneider (Secretary), Christa Gaston (Assistant Secretary)
2. Membership Update—Census as of 10/15/2019 is 11. One new applicant is in the process of joining committee.
3. October is Residents’ Rights Month
4. Sue Roth and Earl Kirby have been invited to participate in the City / County of Durham Neighborhood College Program to be held on 10/24/2019. This event introduces students to innovative ways to get involved in the City and County.

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**Approval of September 17, 2019 Meeting Minutes**

The minutes from the September 17, 2019 meeting were reviewed with revision made to draft. A motion to accept the minutes with noted change by Gwen Price and seconded by Christa Gaston. Motion passed.

 **Visitation Reports**

1. Present Reports

 **Team 3**: Team member reported on the 10/11//2019 visits to Camellia Gardens ACH, Eden Springs ACH,

 Durham Ridge ACH, and Caremind FCH..

 **Team 4:** Team members reported on the 9/23/2019 visits to Brookdale Durham, Croasdaile Village and Eno Pointe.

1. Motion to Accept

 Gwen Price motioned to approve the visitation reports for the reported homes with the noted change to Eden Springs

 report to read, ”many residents didn’t appear to be communicative”. Motion seconded by Dean Fox. Motion

 passed.

**ACH Specialist Report (Matthew Thompson)**

Mike Crigler is the new administrator at Durham Ridge Assisted Living.

It is confirmed that Carillon is constructing a new facility near the intersection of Guess Road and St. Mary’s Road.

**Ombudsman Report (Pam Palmer)**

All reports were submitted to the state in a timely manner. Effective October 1, Ombudsmen are entering system data using a new system.

Pam distributed the NC brochure, “Know the Rights of Residents Living in an Adult Care Home”. These brochures are to be distributed to the Adult Care Homes.

**Change in Team Assignments (see attached)**

Anne Schneider motioned to accept the New Team assignments with an effective date of 10-15-2019 as summarized on the attached form. Dean Fox seconded the motion. Motion passed.

**Subcommittee Work Groups—could not meet at this meeting.**

1. Recruitment/Retention-Dean Fox, Earl Kirby, Sue Roth, Gilda Suiter
2. Education-Gwen Price, Tamario Howze, Anne Schneider, Chiquetta Harris Leathers
3. Special Projects- Christa Gaston, Vickie Winters

**Adjournment**

Gwen Price motioned to adjourn meeting. Anne Schneider seconded the motion. Motion passed. Meeting was adjourned by Earl Kirby at 9:50 am.

**Next CAC meeting is November 19, 2019 at 8:45a.m.**

Respectfully submitted by:

Anne Schneider, Secretary