

CENTRAL TORONTO COMMUNITY HEALTH CENTRES

All CTCHC Staff Meeting

Location: Queen West

Date: Tuesday 29th, 2008

Time: 9:30am to 11.25am

Minutes

Present: Michelle Joseph, Kapri Rabin, Tammy DeCarie, Yi Man Ng, Judy Tsao, Jadie Schettino, Rob Connell, Gita Ghosh, Filomena Gonzalez, Anthony Linton, Barbara Georgious, Janice Meilach, Rosie Henderson, Katie Muldoon, Heather Brandan, Willie Black, Buffy Krieger, Maria Chung, Cathy Spence, Marco Aguila, Mark Caspi, Deborah Mandell, Shivaneer Nadarajah, Heidi Wong, Pancha Panzo, Shakila Sancho-Persad, Peter Sakuls, Maurice Michel, Brenda Everet, Carolyn Cho, Kim Reilly, Sandra Pettey, Laura Kucenty, Michael John, Julianne Kingelin, Rosemary Letto, Julie Bryant, Erin Lewis, Alice Lam, Shuly Dadon, Christa-lea Gray, Evelyn Mejia (minute taker).

Regrets: Joe Bortolussi

Agenda:

1. Welcome/Introductions
2. Committee updates--presentations by Health and Safety and IS Committee
3. Hiring Kit review
4. Clinical Supervision
5. Bed Bugs

UFCW vote

Management plans for Shivaneer's leave.

NO.	DISCUSSION:	ACTION:
1.	<p><u>Welcome/Introductions</u></p> <p>Kapri introduced both Shuly Dadon (Program Secretary) and Christa-lea Gray (Native Diabetes Project Co-ordinator)</p> <p>Marco introduced Enrique Ponte (IT Coordinator)</p>	
2.	<p><u>Committee Updates</u></p> <p><u>JH&S:</u> Presentation by Pancha, Marco and Brenda: Summary of last year's incidents reports was given. It was noted the decline of incidents. It was stress the need of writing each report as needed.</p> <p><u>IS Committee:</u> Presentation by Katie Muldoon Katie will be meeting with providers to training and review the templates.</p>	<p>-A phone in the garage was suggested and it will be look into.</p>

3.	<p><u>Hiring Kit review</u></p> <p>As requested by Michelle this item was not touch and it will be discuss in the next meeting</p>	
4.	<p><u>Clinical Supervision Policy</u> Presentation done by Michelle</p> <p>Few items came up as concerns:</p> <ul style="list-style-type: none"> • Lack of clarity • Type of supervision provided • No all staff receives supervision • Clarify roles and responsibilities • There is not funding for an outside firm to do this. <p>A committee is needed to discuss this:</p> <ul style="list-style-type: none"> • Alice Lam - QW • Heather Brandan – QW • Janice Meilach – QW • Shivanee Nadarajah – QW • Buffy Krieger – QW • Malki Johal – QW • Laura Kucenty – Shout • Deborah Mandell – Shuot 	<p>- What do we need to think thought?</p> <ul style="list-style-type: none"> • Best Practice • Is it Mandatory? • Defined 'supervision' • Learn self-awareness but info will be share? • At shout scheduling is a problem • Confidentiality re: clients issues
5.	<p><u>Bed Bugs</u> Presentation done by Michelle</p> <p>If you suspect you just got some in your cloth:</p> <ul style="list-style-type: none"> • 20 minutes in the drier will kill the bugs or • 10 minutes on the freezer • One pesticide that works... Parathyroid 	
6.	<p><u>Employment Equity Survey</u> Presentation done by Marco</p> <p>Number of staff that has answered is still low jet their input are good.</p>	