

## RELATIVE ZOOM MEETING MINUTES

1600hrs 29<sup>th</sup> June 2023

Item	Issue	Action	Person/s Responsible	Due Date	Status
<b>Present</b>	Johannes Brockhaus (CEO), Melinda Junge (Facility Manager), Lisa Murray (Infection Control Lead), Katie Butler (Care Manager), Residents – Peter, Elaine, Joy and Sue Mitchell)				
<b>Apologies</b>					
<b>Previous Minutes</b>					
<b>Business Arising</b>	NH Refurbishment	JB - The refurbishment is complete but just waiting on the Final Occupation Certificate from Blue Mountains Council. Additional 16 Rooms and new admissions arriving.	Johannes		
	Staffing	JB - New Labour Agreement – 20 x New Applications from Australia and overseas. Workforce from Philippines has been approved and should start to see new staff arriving within next 60 days.	Johannes / Melinda		
	Covid Outbreak Closed	JB - No longer have any Covid Positive cases at Buckland. FM thanked all relatives and residents for their support during outbreak, noting that BACS was able to contain spread of outbreak to one wing.	Lisa / Melinda		
	Covid Costing Impact	JB – Anonymous question in chat if the outbreak will have negative implications on finances and if residents’ fees would be increased. JB advised that Resident Fees will not be impacted by the cost of managing Covid, noting that BACS is a NFP and registered charity that will only charge Residents according to Department of Health and Centrelink requirements.	Johannes		
	Kay Johnson	JB – Carers Support Group established with 5 x Participants. JB encouraged relatives to get in contact with our inhouse chaplain if they like to join the support group.			
	Influenza Outbreak	LM – Currently have an Influenza Outbreak with 2 x NH Residents positive. All PPE is in place and outbreak is confined to MRW. FM advised that daily communication will be issued to all staff and residents. FM requested relatives not to visit if experience any flu like symptoms.	Lisa / Melinda		
	Education Program	LM noted that Buckland will start a Partnerships and Care (Education Program) in the coming weeks and will write to residents and relatives individually to encourage participation.	Lisa		
	Noise Complaint	Peter McTaggart, representative of the consumer advisory body, raised a noise complaint with neighbor Monica, waking surrounding neighbors each morning. FM advised that she would address the complaint with him following the meeting.	Melinda		

	Dining Room	Elaine – Confusion on where meals can be eaten (Upper or Lower Levels). FM advised that the food authority found the upper area not suitable to serve meals and recommended serving foods only from the lower level kitchen. FM advised she will work with residents to ensure the changes can be actioned with minimal impact on residents' choice.	Melinda		
	Studio Roof	MJ – Following up Repairs to Lower Studio Roof	Melinda		

Meeting closed