



Monthly Program Staff Meeting - Training Record

Program: Trail View

Date: 5/14/24

Trainer / Facilitator(s): Shanette Hemenway

Begin: 1:00 End: 2:15 Training Hours: 1.25

SUBJECT / TOPICS:

MC tooth/billing MC - breakfast

MC horse lessons/yoga LG - behavior toward MC

Active Practice

Employees Attending:

Shanette Hemenway

Bill Harty

Susan Eschen

[Signature]

Pam Martin

Robert Malin

[Signature]

Employees not Attending:

Reason:

Andy Tomperi @ Double H Excused Not Excused

Excused Not Excused

Excused Not Excused

Shanette Hemenway

[Signature]

Designated Coordinator / DSSC / CSSC

Staff Mtg Notes 5/6/24 1:00-2:15

Continue bathroom checks in gals bathroom!!!!

Every hour or every time MC is in the bathroom.

Ken will be swimming with MW Thursdays every week. Remind ken to please hang his wet swim shorts to dry, then laundry basket.

Everyone wants to help with Hwy clean up May 16th unless rain. Jill & Pam work. Pizza Hut after.

Normans tooth! Good job all listening to Norman. Poor guy. Kelly is checking into funds to assist him with that expense.

Horse lessons start in June on Mondays. Luann Lora and Maja. Send ice pack in MC lunch like we did last year. Yoga on Thursdays during work time. Have Maja dress accordingly. She should bring stretchy pants with those days. Also wants to leave her yoga mat at Bearly Used.

Continue having Maja bringing pads to work. Still lots of bleeding.

Lindsay may look into an A/C for her room a portable. Once she gets the okay from mom Jill or Lynn will help her look for one.

Side note Norman can not eat whole apples, so please do not put in his lunchbox, his partial will fall out. Staff need to cut it up for him please.

Ken got nice church pants at JCP. Shall he order more? Ask Ken about wearing suspenders again. Clients do not need to show body parts in town nor at home.

When we get shadow or turbo, lets keep it for the weekend please and return Sunday with receipts.

MC and her bleeding, we will make an appointment with her primary care dr soon.

Van could use a good mat cleaning and vacuum. Ken is good at helping with this.

Ken is planning to see his son graduate in Northfield Lynn and ke are going June 8 &9 Motel is booked! 😊 Ken is so happy! Card & \$

When you come to work, check calendar and also daily lists of what needs to be done. DAILY. Think of extra things you can do or extra things to make the day fun & go smoothly. Chores first, fun later!

Residex: Notes are getting better!! Keep the details of new events or injuries or incidents and please note which tooth, top or bottom right or left big toe example.

Please rinse recycling jars and cans out. Ants will be worse if we don't. Teach clients how to be clean and clean up after themselves wiping counters down ect.

Also with medical appointments please print out a medical apt also MED LIST and take it with you to the Dr appointment & staff sign, write a detailed Residex note about the appointment & also follow up apt. this is important. And mark calendar for next appointment. One eye dr apt got missed somehow it was not written down.

Summer is fast approaching, please get people outside and being active. Laying around isn't being active, keep ken involved with chores and planning things ahead of time helps with Ken. Norman enjoys sitting outside, prompt him.

Be safe on the biking and safe pedestrian skills!

Thank you all for all you do ! Teamwork makes the dreamwork! And
being a good team player!! 😊

Our Mission “Is to provide residential services to people with
developmental disabilities & help them live the best possible life.”