

STAFF MEETING SUMMARY

Subject: Marshall Place Staff Meeting

Date: Nov 6, 2024

Time: 10:30a-12:30

- ❖ **Safety/Health Review** –
 - Make sure there is salt at the house and shovels available to prepare for snow.
- ❖ **Nursing Inservice (JoAnn)** – Nothing to review this month
- ❖ **Program policies (STAR)** –
 - VA reporting and Maltreatment (STAR-Lesson and Test)
- ❖ **Emergency Procedures** – Nov: **Fire Drill Bedroom #2 Smoke Detector (Cheryl)**

Meeting Review:

- A. **November Calendar reviewed** – Reminder to turn in requests off by the 10th of the month prior. Calendars will be released on the 15th of the month. After the 10th of the month, staff will be responsible for filling their own shifts.
- B. **Halloween Party**– Thank you to those who put all the time and effort into the Halloween party and to those who helped get the individuals to the party.
- C. **House concerns** –
 - *Old Business:*
 - Brandie moving rooms-To DONE
 - *New Business*
 - New consumer – Alex Taylor has moved in as of 11/5.
 - Madison is willing to assist at the home so individuals can attend basketball games in town
 - Cindy is to ask Rob Calder, Tri-Valley Bus driver to honk his horn when he drops the individuals off in the afternoon and then staff are to make visual contact with Rob so we both know that a staff member is present at the house.
 - Staff keyring will be kept in the front closet once the locks are coded on that door and the pantry door the same.
 - Charting – When charting church attendance and WAO athletic games please state why individuals were not able to go as planned – due to housemate refusing to attend outing and only 1 staff scheduled/available.

D. Consumer reports:

Alex:

APPTS: *Had a telehealth appt with Valerie Smith, Rural Psych Associates on 11/7/24; she renewed his prescriptions using the Warren Pharmacy.*

CONCERNS: *Schedule for baths – Sun, Tues, Thurs. He needs reminders when it is his day to take a bath. Laundry day to be determined. Cheryl will make a copy of Alex's bedroom door key so he has his own key.*

OUTINGS: *Alex is his own legal guardian and can be left alone for up to 4 hours at a time. He accesses the community of Warren on his own.*

Weight:

Wayne:

APPTS: *10/8 Dr Roller – no med change, COVID and Flu vaccines 10/4, new glasses 10/4. Wayne has a telehealth appt with Amber Deere, NP on 11/14. Cheryl is to ask Amber Deere for a list of target behaviors his prescribed psychotropic medications are to help alleviate.*

CONCERNS/BEHAVIORS/NORMAL: *He went into freezer before a new lock was put on. He used a chair to climb for stuff on shelf in garage. Wayne has been having behaviors at the ODC and MaryBeth Gibson, ODC Program Director would like the IDT to meet to discuss the incidents. Cheryl agreed to assist Wayne in writing a 'Thank you' to the couple that bought him a meal at Rollag.*

OUTINGS: *Church 2x, Legion spaghetti, VB game, Movie, MCGH Halloween party, Library, went home 10/25*

Weight: 198 (-1)

Outcome (ISP): Weekly, Wayne will write a letter or send a card to his mother or sister on Fridays.

Jack:

APPTS: *COVID and Flu vaccines on 10/4, Music Therapy on Wednesdays (Jack enjoys his music therapy sessions very much), massage 1x. Jack has a telehealth appt with Amber Deere, NP on 11/14. Cheryl is to ask Amber Deere for a list of target behaviors his prescribed psychotropic medications are to help alleviate.*

CONCERNS: *Nothing out of the ordinary. Sits in his chair, goes to his room and closes the door*

OUTINGS: *Church 2x, Legion spaghetti, VB game, Movie, MCGH Halloween party, Library, Brothers funeral 10/10, massage 1x, St Rose dinner, shopping with staff*

Weight: 178 (-3)

Outcome (ISP): Jack will work on an art project.

Brandie:

APPTS: *Alluma visits with Amanda Grzadzielewski Adult Services, COVID and Flu shots 10/4, appt with Jessica Gaffney, Sanford Behavior Health 10/16*

CONCERNS: *Brandie fell in the shower while masturbating. He has refused to go to church the past 2 weeks, Brandie reported to staff he has put objects up his butt i.e. water bottle top, cable end adaptor, fan stand pole. He has had blood in toilet from these objects. He made his own fried egg sandwich. He has outbursts with yelling and swearing. Brandie has moved into a new bedroom and states he likes it. He has rearranged his furniture and decorations multiple times.*

OUTINGS: *Church 2x, Legion spaghetti, VB game, Movie, MCGH Halloween party, Library, St Rose dinner, an individual with the In-Home Program came for visit*

Weight: 126.5 (-2)

Outcome (ISP): Brandie will improve his drawing skills and develop an activity that is calming for him.

The next monthly staff meeting will be held Thursday, Dec 5, 2024 at 10:30am.

STAFF MEMBERS PRESENT:

Name:		Position:	Name:		Position:
Kristal Walen	EXC	Adm	Cheryl Lubarski	present	DCC
Sabrina Deschene	present	PD	Mary Kay Stinar	present	DCS
Henrietta Linder	present	RN	Holly Confer	EXC	DCS
JoAnn Saunders	present	LPN	Amanda Mock	present	DCS
Madison Mock	present	ONP	Cindy Gratzek	present	PS

Authorized By: Cindy Gratzek, PS

Acknowledgement completed in STAR Services.

NOVEMBER 2024

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Vk 1						<p>1 9a-1p-Marykay 1p-5p- Madison 5p-9p-Amanda 9p-9a-Amanda WD church Holy day at 6.30p - CL</p>	<p>2 9a-9p- Amanda 9p-9a-Amanda Kristal on call</p>
Vk 2	<p>3 9a-8p-Amanda 8p-9a- Madison Kristal on call</p>	<p>4 12p-1p-Cheryl DCC 1p-9p- Cheryl 9p-9a- Madison</p>	<p>5 10a-1p-Cheryl DCC 1p-9p - Cheryl 9p-9a- Madison BS Alluma 2.30p</p>	<p>6 JO music Therapy 1p-9p- Cheryl 9p-9a- Cheryl</p>	<p>7 STAFF MTG 10.30a 1p-9p-Amanda 9p-9a-(AM) (HC) Madison JO massage 4.15p</p>	<p>8 9a-1p- Cheryl 1p-5p- Madison 5p-9p-(HC)Amanda 9p-9a-(HC)Amanda BIBLE study 2p @ CN cancelled</p>	<p>9 9a-3p-(HC) CL 3-9p (HC) Marykay 9p-9a-(HC)Marykay Sabrina on call</p>
Vk 1	<p>10 9.45a-2p-(HC) Cindy 2p-6p- (HC) CL 6p-9a- Madison Marykay church Sabrina on call</p>	<p>11 11a-1p-Cheryl DCC 1p-9p- Cheryl 9p-9a- Madison</p>	<p>12 8a-1p-Cheryl DCC 1p-430ish(CL) MK 430p-7p (CL) Kristal 7p-9p (CL)Madison 9p-9a- Madison AT Alluma 3.30p BS Jessica 9am (Cindy G to take)</p>	<p>13 JO music Therapy 1p-7p (CL)- 7p-9p (CL)-Madison 9p-9a- Cheryl</p>	<p>14 1p-9p-Amanda 9p-9a-Mary Kay WD/JO Cavalier 10/10.30a - Cheryl</p>	<p>15 9a-1p-Marykay 1p-5p-(MM) Cheryl 5p-9p-Amanda 9p-9a-Amanda Wayne Bday!</p>	<p>16 9a-9p- Amanda 9p-9a- Amanda Kristal on call</p>
Vk 2	<p>17 9a-8p-Amanda 8p-9a- Madison Kristal on call</p>	<p>18 11a-1p-Cheryl DCC 1p-9p- Cheryl 9p-9a- Madison</p>	<p>19 11a-1p-Cheryl DCC 1p-9p- Cheryl 9p-9a- Madison BS Alluma 2.30p</p>	<p>20 JO music Therapy 1p-9p- Cheryl 9p-9a- (CL)Madison</p>	<p>21 1p-9p-Amanda 9p-9a-(AM) Holly? Madison JO massage 4.15p (Pay for messages)</p>	<p>22 GBB- 9a-2.30p-Cheryl 1.30p-5p- Madison 5p-9p-(HC)Amanda 9p-9a-(HC) Amanda BIBLE study 2p @ CN</p>	<p>23 9a-9p-Holly? 9p-9a-Holly? Cheryl Kristal on call</p>
Vk 1	<p>24 9a-8p-Holly? 8p-9a- Madison Kristal on call</p>	<p>25 11a-1p-Cheryl DCC 1p-9p- Cheryl 9p-9a- Madison</p>	<p>26 11a-1p-Cheryl DCC 1p-9p- Cheryl 9p-9a- Madison</p>	<p>27 JO music Therapy 1p-9p- Cheryl 9p-9a- Cheryl</p>	<p>28 Thanksgiving 9a-2p- MaryKay 2p-9p-Holly? 9p-9a-Amanda Sabrina on call</p>	<p>29 9a-9p-Holly? 9p-9a-Amanda 9-4p- Cheryl 4-9p-</p>	<p>30 9a-9p- Amanda 9p-9a- Amanda Sabrina on call</p>