

## **IN-HOME FAMILY SUPPORT STAFF MEETING SUMMARY**

**Subject:** May Staff Meeting

**Date:** May 7, 2025

**Time:** 12:30p-3:00p

### **Meeting Review:**

Kristal: Topics for In home meeting:

1. May will be the last month that lunch will be provided. Going forward staff will need to bring their own lunch.
2. All in home staff need to submit a weekly calendar with who they are working with on what day and what times.
3. All vouchers need to be turned in weekly.
4. Expense reimbursement will only be for meals as of May 1st. Please make sure they have a copy of the updated policy.
5. Vans need to be kept clean on the inside and NO food or drinks other than water are allowed in the vans. Mary Kay and Janelle's need to be cleaned. This is the responsibility of staff to keep the inside and outside clean.
6. Maintenance on the vans needs to be kept up. Oil changes need to happen regularly and if it's noted that something needs fixed or tires are bad, they need to call the office and let us know and then get it in to get fixed.
7. MCGH will not be able to do any group outings anymore that require transportation. The only way to go about it would be for the Tri-Valley bus to be used and clients would have to pay Tri-Valley. Transportation for MCGH events held in Argyle or Warren is ok.

We also need to get the focus back on appointments and what is a crucial need for the IH clients to remain in their own homes. I will be drafting a policy that states what our IH program is for and will get copies to case managers and clients.

### **Individual Reports:**

**RD** – 4/9/25- Saw dietitian and shopping. He purchased tennis shoes. He was getting error readings. Staff called the company and new container test strips were sent. He needs to keep glucometer and test strips in the living room or bedroom. Not on the kitchen table or bathroom. He is now getting readings from the machine. Talked to him about not asking peers for money. If there is a special food events he can get money from his monthly check. He is writing on calendar when he gets his weekly check. Sheran wants him to get his hair cut

out of town. She feels it is too expensive. Robert wants to get his hair cut in Argyle. Went out to eat at Hanks with his peers for a birthday party. Also participated in a bowling outing.

- Weekly, Robert will independently prepare a nutritious, main entrée of his choice using a simple recipe.
- Robert will explore a variety of leisure activities he can do at home by monthly choosing a new activity to try.

**TG** – Got a newer car, very happy about this, meeting only 1x a week this past month will do 2x a week soon hopefully. Tabitha has worked on cleaning house when staff is not there and sends pictures of clean work, staff praise her for this, however when staff does come things have been back to a disarray. She gets very frustrated and upset that things get out of hand once she cleans as the kids mess it up or husband.

- Tabitha will complete one housekeeping task in her home to clean and organize
- Tabitha will prepare a healthy food item once a month with staff assistance.

**DH** – (Janelle report) laundry 2x a week, likes to do word searches with staff while clothes are washing and drying. Shoulder has been quite painful for her so staff has been doing most of the laundry without much assistance from Deb. Shopping in Grand Forks 2x and out to eat at Culver's her favorite place and has made a friend that works there. Annual meeting held on 4/9. Deb had an appointment with Dr. Khan on 4/1 for shoulder, he reordered the MRI which got approved this time from insurance, MRI done on 4/14, appointment on 5/5 with Dr. Khan to go over MRI results, Deb has severe osteoarthritis in shoulder causing some fusions and spurs in the shoulder, only "cure" for this is a shoulder replacement so referral put in to orthopedic surgeon to see next steps would be as far as surgery. Dr. Khan gave Deb a shot in her arm for the pain. Deb does medications every other week to fill her pill boxes. Staff assist minimally.

- Once per week Debra will go to the grocery store to purchase her groceries
- Every other week Debra will accurately set up her medications in her pill boxes
- Each month, Debra will participate in socialization/leisure outing of her choice, with staff in the community

**MH** – ODC M-TH, there has been some "drama" for Melissa with others at ODC , people talking about other people and other people's ( sp and Mp) hygiene. Melissa continues to see her therapist biweekly in TRF and really enjoys going to see him. Melissa had footcare on 4/1 and was referred by nurse doing footcare to Dr. Yuska to have some calluses on bottom of her feet checked out. Seen Doctor yuska on 4/30 and he shaved the calluses and told her to follow up in 6months to a year, sooner if needed. Melissa seen urologist Agatha on 4/16 in GF and stated that everything seemed to be fine and to follow up in 6 months, She did increase one of her medications for her bladder for spasms. Melissa attended a bowling outing in TRF with other staff and peers, had a great time. Shopping in GF and TRF. Seem diabetes educator arlene and dietician Lynn on 5/6, VERY impressed as A1C is down to 7.6 they would like her to stay at her weight to and not lose more so encouraged to eat more throughout the day if she can, no changes made to insulin regimen. Encouraged to have a high protein diet. Work at DG?

- Weekly, Melissa will set up her medication
- Melissa will complete her daily and weekly cleaning tasks for her CPAP machine

**EJ** – Attended pulmonary rehab 9 times in April and finished his 12<sup>th</sup> session on 4/29. 4/1/25- saw Dr. Mangardich, Pulmonologist. His weight is 237 lb. 9.6 oz. He wants to hold off on Dupixent currently. F/u in 3 months. Went to Hanks with his peers to celebrate peer's birthday. Also went bowling outing. Started on 5 mg melatonin to help with sleep. He purchased casual shoes.

- Each month, Ernie will choose an outing he would like to participate in that promotes socialization with staff and other individuals and peers in the community.

**AK** – Met with 4 X in April. Entry way to living room there is two large dirty spots on the carpet. Large pile of dirty clothes to be washed. There is garbage can in bathroom, but stuff thrown on floor instead of using the can. There is a lot of clutter in the house upstairs and the main floor that needs to be gone through. AK has had red spots on upper arms for a few weeks. Had container of chemical upstairs to kill bed bugs. Stated has bed bugs in mattress. She took items out of the bedroom and put in boxes to put in garage. Social Service had been notified of this. In-home not going into home until cleared of bed bugs.

- Twice a month, Amanda will work on unpacking boxed up items in her extra bedroom or cleaning out what is left in her storage unit.
- Twice weekly, Amanda will complete housekeeping tasks in her home

**PK** – (Liz report) Has gotten his temporary ID. Physical done on 4/11/25. Refused labs. Polo is filling pill machines with prompts, is not always taking medications. His bedroom has many open pop cans in his room, and garbage. Clothes on floors need to be picked up.

(MaryKay report) April 9<sup>th</sup> – There was wrappers, garbage all over the main floors. Amanda rushed to start cleaning then, so I went upstairs as Polo was in his room. I knocked and went in. The room was stuffy with a horrible smell. I couldn't stand it and told him to open his window, which he did. After a few minutes, I went in and he cleaned up the empty Coke cans (12 of them), and other garbage off the floor.

April 17<sup>th</sup> – Polo was hyper, then he took his meds when asked. There were lots of clothes all over his floor, and a bad smell again. This time it was cat pee (he accidentally locked him in the room). I told him he would have to wash all the clothes again. There were 3 bags of food from restaurants on the floor, some with the food still in them. Food pieces, empty pop cans, and garbage all over too. He filled one xl bag full and there were 2 more full bags in the hallway. Then I found 2 water bottles with yellow liquid in them. Polo said he uses them to pee in when he doesn't feel like getting up and using the bathroom. April 23<sup>rd</sup> – The house smelled strongly of cigarette smoke when I arrived. The porch door was open and Amanda and Ean were smoking in there. Polo came downstairs, grabbed his jacket and left. Ean began saying bad things about Polo and how his grandma gives him everything. About 10 min later, Polo came back but went upstairs. Ean began complaining about Polo again, and when I reminded him that he has a mental disability, he refused to believe it, as he was told that himself, and he is fine. He went on and on until Amanda told him to stop. Polo did come down soon after and swept the kitchen floor. He was very quiet. Polo came downstairs a few minutes after I arrived. He was very hyper, and started scolding his mom for wearing his shirt. She asked if he'd taken his meds, so he took them then. He didn't want to clean his room and was going to go to his Grandma's instead, but followed me upstairs when I went up there with a garbage bag. The floor of his room was half covered in clothes, and some had cat pee on them (he said accidentally locked their cat in there). I found several bags that were 1/2 full of food and wrappers from a couple different restaurants, food chunks, pieces and crumbs scattered about, a dozen or so pop cans on top of his mini fridge, a few still had pop in them, dirty bowls, plates and silverware, wrappers, etc.

Some were under his bed, too, since he has a bed frame now. I held the XL (outdoor size) garbage bag open while he filled it. Full. There were 2 other reg garbage bags in the hallway with empty cans and garbage, too. He had 2 12 packs of Coke and 1 Sprite on the floor that he hadn't put in his fridge yet. Not enough room. I told him why it's not good to leave garbage and food on the floor, but he didn't seem to care. Polo left his room to go bug his Mom, who had come up to clean the bathroom, when I saw 2 water bottles of yellow liquid in them. I asked him what it was, and he said he pees in them when he doesn't want to get up and use the bathroom. During my time there, Polo was constantly talking, or hollering to his mom for one thing or another. At one point he demanded she follow him upstairs so he could show her something, and she said no. He yelled, "When I tell you to do something, you do it, God damn it"! He has said this several times in the past, and I tell him that he should not talk to his mom that way and not be disrespectful. But it never changes. He doesn't try to get them at all then.

- Polo will prepare the evening meal for him and his mother twice monthly.

**KL** – April 8<sup>th</sup> – Saw Dawn, and he said it went well. April 15<sup>th</sup> – went to the usual places. He helped clean off his table as it had lots of stuff on it. April 22<sup>nd</sup> - Kevin was excited to go on the bowling outing. He really enjoyed himself, and said he would like to do it more often. April 29<sup>th</sup> and May 6<sup>th</sup> – Did the usual errands and then back to his house. I've talked to him once a week to remind him to eat his freezer meals, wash his dishes and clean the kitchen floor. He has been doing those things the past 2 weeks.

- Twice a month, Kevin will assist staff in preparing a meal and/or bake.
- Monthly, Kevin will participate in a community outing, of his choice, that promotes socialization with others.

**MP**- Grand forks shopping and out to eat with staff and a peer, attended bowling outing in TRF with staff and peers.

- Each year, Michael will participate in 12 socialization outings with staff to interact with other individuals/peers in the community

**SP** – Attended bowling outing in TRF with staff and peers, footcare clinic on 5/6

- Each year, Stacy will choose socialization outings she would like to participate with staff to interact with other individuals and peers in the community

**GR** – Large amount of spenddown money, went to Grand forks to purchase a bed/frame on 4/4, (took another peer along) was delivered on 4/15. Purchased cowboys items online with payee, delivered to his place. Went to Oslo to brothers grave on 4/4. Greg had his eyes checked on 4/7 and everything looks good with his vision so recheck again next year. New glasses? Greg went to dentist on 4/15 and needs a filling on 5/19 this will be done. Continue to use special toothpaste. Greg got his tax money and his spend down went up again, went to Grand Forks on 4/26 and purchased 900.00 bike with some accessories for it, some cowboys garments, 3x pair of jeans, 4-5 new shirts and socks and underwear. Went to Rock 30 games and bought a xbox 360 (used) and some games and put under warranty with purchase. Greg cannot get the gaming system to work, also had someone else try for him and couldn't so need to return to see if it is a faulty system or controller for the system. Greg had a haircut on 28 at Mandy's in Warren. Greg has been in a stable mood no signs with staff of being in manic. Greg likes his cooking on Mondays when staff is able with timing. Greg attended a bowling outing in

TRF on 4/22 with other staff and peers and enjoyed this, even asked when we can go again or on another outing. Received an Easter card from a female peer in TRF so Greg bought a card and sent one to her in return.

- Twice a month Greg will remove and wash his bedding
- Greg will clean out his refrigerator every other week
- Greg will participate in socialization outings, interacting with other individuals and peers in the community.

**CS** – Chris was good on our outings and time together the first 2 weeks of April. I take his shoes off when he gets buckled up (he wants them off) and put them in the front seat. April 17<sup>th</sup> – Went to the DQ in EGF and when I was pulling into the drive thru, Chris unbuckled, dashed to the front, and tried to pull my shoe off, which was on the brakes. I tried to pull him back, but he was not budging-totally engrossed in his quest. So I reached around and plugged his nose (as we are taught to do when someone bites you). This worked, as he jumped back and went to his seat. When back at home, his dad said there was an incident over the weekend that may have triggered the behavior. April 21<sup>st</sup> – Went to my home where he followed my husband around the yard, totally interested in everything he was doing. He kept his sandals on the whole time. April 23<sup>rd</sup> – McDonald's and Warren Park, where he was happy to go down slides again. May 2<sup>nd</sup> – Went to my home where he was a bit animated; hitting himself on his legs, clapping, and rubbing his face with his hand, sometimes licking it. May 6<sup>th</sup> – Went to his home, where Jason came out and said his Mom said she's sorry she didn't message me but Chris went home sick from school so no outing. Then Chris came out the door barefoot, a big smile on his face, heading to my van. I got out and told him we weren't going anywhere today but I would be back tomorrow. He went back into the house.

- Once monthly, Christopher will participate in an activity that he enjoys in the community

**JS** – Will be going to Grand Forks x1/month to learn how to utilize the Grand Forks City Bus.

- Once monthly, Jason will prepare a recipe new to him

**CT** – (Janelle report) Continues to work on Mondays at DG. Foot care clinic on 4/1. Appointment with urologist Agatha on 4/16 for follow up. Pre-op on 4/17 for Botox procedure for bladder. Out to eat with peers for a birthday celebration at Hank's in Warren on 4/21, her birthday was 4/25. Attended bowling outing with other staff and peers on 4/22 in TRF. Seen dietician Lynn and diabetes educator on 5/6. In GF, went shopping and out to eat with housemate and met up with another peer and staff. Having some issues with the neighbor's dog pooping in backyard and making noises through the night, reported to housing manager.

- Weekly, Charlotte will set up medications independently without errors 50% of trials.

**AW** – Attended bowling outing in TRF with staff and peers and had a good time with others. We were to meet on 4/29 for an outing but got a message from mom Ariel was sick so cancelled.

- Ariel will work on a leisure interest of her choice in her home, trying 3 different activities
- Monthly, Ariel will participate in a community outing of her choice

**KW** – Meeting held on 4/9, wants to continue working on tie blanket and recipes. Met on 4/18, did not work on tie blanket, did show me where recipes are and what she wants to go through, did some laminating projects, she did not make it to the bowling outing in TRF as she had appointments in GF that afternoon.

- Kat will complete one tie blanket in her 6 month review period
- Monthly, Kat will complete one housekeeping or organizational task

**Next Staff Meeting is scheduled for: Wednesday, June 4th at 11:30a at the MCGH office.**

**STAFF MEMBERS PRESENT:**

<b>Name:</b>	<b>Position:</b>	<b>Name:</b>	<b>Position:</b>
Kristal Walen	ADM	Liz Anderson	DCC
Cindy Gratzek	PS	Janelle Fick	DCA
Sabrina Deschene	PD	Mary Kay Stinar	DCS
JoAnn Saunders	LPN		

**Authorized By:** Cindy Gratzek, PS

Acknowledgement completed in STAR Services.