





# NorthStar

Community Services

## Meeting Agenda

Training Title: maple house meeting

Location: NCS office Date: 11/12/2024 Time: 3pm

Trainer (s): Ashley Fetters

In Attendance:  
Bobbi Madowe, Mary Stensen, Cheni Lundy, Tara Skogerberg, Jayce Carey  
Alicia Grassie, Carol Ciuparka, Alice maderas

Activity (Outline)	Discussion
<b>Welcome: Introduction</b>	went around & introduced themselves
<b>Weather Preparedness:</b> Being prepared at home. Being prepared while in vehicles.  <i>Handout</i>	<ul style="list-style-type: none"> <li>- make sure to have the home &amp; car prepared for winter weather.</li> </ul>
<b>Individual Specific:</b> <u>DS</u> _____ _____ _____  -Positives of each person -Community outing/activities -Medical appointments -Behaviors -Upcoming	<ul style="list-style-type: none"> <li>-deep clean bedroom weekly + wash the bedding weekly.</li> <li>- Get ready to ski, snowshoeing. Stuffs need to be prepared to be outside for activities.</li> <li>- keep her engaged &amp; doing activities - even if it means just in the yard.</li> <li>- pulled out all of her eyelashes, has not been feeling well.</li> <li>- Eats all of her sandwiches separate.</li> </ul>
<b>Star Services Training:</b> Assigned Training New Policy  <i>Handout</i>	New hire + annual training. Needs to be completed by the date assigned.

<p><b>House Specific:</b>  Daily Task Lists  Community Outings  Activities within the home (Plan)  Progress Notes  Schedules / Covering Shifts  House repair needs</p>	<ul style="list-style-type: none"> <li>- Daily Task List needs to get completed + deep cleaning needs to get added. Bathroom floors mopped, swept, Bathroom deep cleaned.</li> <li>- Do not store things on the stairs - can't have it blocked.</li> <li>- Task notes need to be completed daily.</li> </ul>
<p><b>Call in policy:</b>  Who to call (verbally speak to someone)  Self-replacement</p>	<ul style="list-style-type: none"> <li>- Reach out to the on call (house) lead or residential on call - Talk to someone. Do not leave a text message. Leave a voicemail - if no response - then call another person.</li> <li>- try to self replace if you can. Try for 4 to 6 hrs. notice</li> </ul>
<p><b>Office:</b>  File Acknowledgements  Need additional training on?</p>	
	<ul style="list-style-type: none"> <li>- Schedule changes update in deputy.</li> <li>- Make sure we always have menu items at the home.</li> <li>- Reach out to her guardian about getting out together.</li> </ul>
	<ul style="list-style-type: none"> <li>- Get the plug out of the vanity - water is hard to drain.</li> <li>- mileage ✓ about if they have been approved.</li> <li>- mileage changed to .67/mile</li> </ul>
	<ul style="list-style-type: none"> <li>- reviews will be soon within the next few weeks</li> </ul>

Next Meeting: 12/10/2024 3pm