

January 2020

Residents' Council Foundations: Developing (and Updating) Bylaws



For those who might be new to the idea of Residents' Council bylaws, a set of bylaws is a written document that is designed to provide guidance and direction to a group or organization. Bylaws capture important information about your Residents' Council's operations and governance structure. They can also help put safeguards in place for managing your finances, elections process and more. Bylaws help to eliminate confusion and they encourage consistency when Council practices are challenged due to changes in leadership, interpersonal relationships and differing opinions.

OARC recommends that every Residents' Council create bylaws and review them on an annual basis. The beginning of a new calendar year is a great time to create or update your existing set of bylaws in order to set your Council up for continued success.

In the past, OARC recommended that Residents' Councils work together to create three foundational documents for your Council, including a Constitution, Terms of Reference, and bylaws. For many Councils, this proved to be a cumbersome task and we found that there was a great deal of overlap among the three documents. As a more promising practice moving forward, it was determined that a set of comprehensive bylaws is the most effective way to record your Council's agreed-upon practices and procedures.

For an introduction to bylaws and to access the free OARC template, please see the resource links below:

1. Introduction to Bylaws/Resource Guide (see pages 79-85):
http://www.ontarc.com/documents/ResourceGuide/2019RGuide_Section2.pdf
2. OARC Bylaw Template: <http://www.ontarc.com/education-support/tools.html#template>
3. Introduction to Bylaws Webinar:
<https://www.youtube.com/watch?v=tZohiwsdUro&feature=youtu.be>

Membership with Ontario Association of Residents' Council (OARC)

Formed by residents living in long-term care homes over 30 years ago, OARC has grown to be a central place for Residents' Councils. Focusing on education, tools and support, OARC empowers Ontario long-term care residents to understand their rights, share their lived experience, and inspire a better tomorrow.

Your Residents' Council membership with OARC helps make this happen by supporting our efforts to help educate and coach Councils. Membership renewal notifications will be sent to your Residents' Council Assistants in February and if your Council is not already a member of OARC, please consider joining our over 400 Residents' Council members.

Do you have questions about membership? Please contact Jennifer Langston, Client Relations and Project Manager jangston@ontarc.com 1-800-532-0201 x220

March 18 – 2:30-3:30 pm | OARC Live Webinar - Residents Exploring Resiliency in Times of Grief and Loss in Long-Term Care Homes



Tara Cohen, MSW, RSW, Program Manager – Champlain Hospice Palliative Care Program; Pamela Grassau, PhD, MSW, BSW, Assistant Professor, School of Social Work, Carleton University

Residents living in long-term care homes experience different types of loss and associated grief, including the loss of friends/peers on a regular basis. Join our guest presenters, Pamela Grassau and Tara Cohen, as they explore the realities of loss and grief in long-term care. This webinar will look at ways to attend to our emotions and needs, strengthen self-compassion and resiliency in order to enhance well-being. Together, we will honour the simultaneous joy and suffering that may be present during the grieving process. OARC Board members will share how their homes' residents are engaged in Palliative Care committees and related home efforts as well as finding ways to celebrate the memories of lost

friends. This webinar may appeal to Residents' Councils, residents and their supportive partners including team members, family and friends.

Special Note: We are mindful that this webinar may bring up feelings of grief and sadness. If you feel overwhelmed, we invite you to pause and settle yourself – give yourself permission to stop listening/watching at any time and then resume watching webinar later when you are ready. Please talk to the social worker at your long-term care home should you require further support. **Register here:** <https://attendee.gototraining.com/r/827875485630269441>

Celebrating Residents' Councils in January



Residents' Council leader Joyce with Assistant Margaret at the Harold and Grace Baker Centre



The Residents' Council Executive team at Weston Terrace Care Community

OARC's Education and Home Support Facilitator, Melissa McVie, enjoyed visits with the Residents' Councils at Weston Terrace Care Community and the Harold and Grace Baker Centre in west Toronto on January 14th.

As long-standing OARC member homes, each Council group enjoyed learning more about OARC's unique role in supporting Councils across Ontario. Residents were also keen to learn that opportunities for resident leadership within the home can be expanded beyond the core Residents' Council executive or leadership team by adding one or two "Home Area/Floor Representatives," sometimes known as Resident Ambassadors, from every floor/unit or area of the home. Representative or Ambassador roles give other residents a sense of purpose as they become the Residents' Council's additional "eyes and ears" within their respective

floor/area and allows other residents (outside of the elected leaders) a chance to shine and contribute in meaningful ways at general Council meetings.

A big thank you to the residents and supportive teams at Weston Terrace Care Community and the Harold and Grace Baker Centre for hosting Melissa and for the work you do to support effective Councils in your homes!

CELEBRATING LIFE in Long-Term Care Homes | Bringing a Community Together through Drama at Shepherd Village

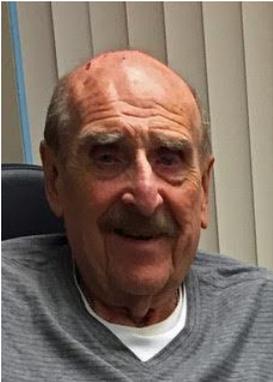
Story shared by OARC's Melissa McVie, with testimonials from Donna Greaves and The Shepherd Village Community Players (January 2020)



"Shepherd Village Community Players" drama group

At Shepherd Village in Scarborough, residents, team members, and volunteers from the senior's community came together six months ago to start preparations and rehearsals for a winter production entitled, "Meg's Hope Deferred." This heart-warming story was written by Donna Greaves, a resident living in Shephard Lodge, the long-term care (LTC) part of the Village. While the play was set at Christmastime, the subject matter transcends time and place and draws on Donna's personal experience as a resident in LTC living alongside peers with cognitive changes. Donna describes the production as a powerful drama about dementia and Alzheimer's disease. Not only did Donna come up with the story and script, but she also directed and acted in it. Click the link to access the full article http://www.ontarc.com/assets_newsletter/in-action/202001CelebratingLifeinLTCH_SV.pdf

Frank Tod – Goodbye to a Valued Board Director



Frank Tod will be greatly missed by his fellow OARC Team and Board members. Frank resigned from the Board due to a decline in his health, and he peacefully passed on December 11, 2019. Frank began his work with OARC in August 2018 and with his extensive community engagement and commitment to bettering the lives of others contributed to the leadership of OARC's Board.

As an active member of the Residents' Council Leadership Team at Niagara Ina Grafton-Gage Village in St. Catharines, Frank openly welcomed opportunities for collaboration and personal growth.

Born in Winnipeg, Manitoba, Frank studied biology and held a degree from the University of Manitoba. He served in the Royal Canadian Armoured and spent two years with Royal Canadian Officers Training Corp. A dearth of suitable jobs in his chosen field led him to pursue an unexpected but fulfilling career in the flooring industry that spanned 30 years. Frank helped to develop and grow several companies from the ground up, including a transportation business in the latter half of his career. Frank's diverse work experiences allowed him to live and travel to many cities across Ontario, and other parts of Canada and the United States. Frank recalled many fond memories spent with his late wife Kay, a retired nurse, and their five children.

Frank valued hard work and giving back, and he was always willing to roll up his sleeves and invest his time and energy to organizations and causes that he cared about, including the

Humane Society and the Red Cross. Frank held long-standing memberships and was involved in a multitude of philanthropic groups and associations including the Lions Club. Thank you for your contributions Frank, we will miss you. [Click here](#) to read Franks obituary.

OARC Launching Ontario's FIRST Residents' Councils Week September 14th-19th, 2020



Residents Councils' play an important role in shaping the place residents call home. They bring residents together as peers, to discuss issues of importance and to stay connected and engaged in home operations and decision-making. Ontario's first official Residents' Councils week will allow Councils the opportunity to creatively showcase who they are and what they do. **Stay tuned in the coming months for customizable tools and templates to help promote this special week in YOUR home!**

Collaboration: Looking for Solutions to the Shortage of Long-Term Care Home Team Members Together



OARC Board member, Virginia Parraga and Executive Director, Dee Lender at the January 7th meeting of stakeholders

OARC is amongst several LTC stakeholders believing that greater things can be done when we come together, leveraging respective talents, skills, knowledge and resources. In October 2019, OARC hosted a half day collaborative meeting with representatives of AdvantAge Ontario, FCO (Family Councils Ontario), Ontario CLRI (Centres for Learning Research and Innovation), OLTCA (Ontario LTC Association) to begin to delve into the human resource crisis in LTC. The daily reality across Ontario's LTC homes is that there is a dramatic shortage of team members in all disciplines. These 5 organizations are eager to work together in identifying projects and shared resourcing that can positively affect this challenging situation.

A second meeting was held on January 7th in Waterloo at the Schlegel CLRI site, again with all 5 organizations present, including two Directors from OARC; Devora Greenspon who lives at Extencicare Bayview and Virginia Parraga who lives at Kensington Gardens. The conversations will continue into the coming weeks. We're excited to identify tangible ways to work together and obtain some relief to the human resource challenge in LTC.

Upcoming Conventions

March 30th – April 1st, 2020 | Ontario Long Term Care Association & Ontario Retirement Communities Association's Together We Care Convention & Trade Show

Toronto Congress Centre

Canada's largest gathering of long-term care and retirement home professionals with more than 1,200 delegates and over 250 exhibitors. Registration is now open and early-bird rates are available until February 14th <https://together-we-care.com/>

April 22nd – 24th, 2020 | Advantage Ontario Annual General Meeting and Convention

Sheraton Centre Toronto

Ontario's largest gathering of senior staff from not-for-profit long-term care homes, seniors' housing and community service organizations. Register at www.advancingseiorcare.ca

SAVE THE DATE: April 22nd – 23rd, 2021 | WALK with ME 2021

Calgary, Alberta

Walk with Me: Changing the Culture of Aging in Canada is a biennial conference that brings together older adults/residents, care partners, educators, policy makers, students and researchers from all over the country to learn with and from each other about how to enhance the journey of aging across the continuum of care and community living. For more information visit <https://the-ria.ca/events/walk-with-me/>

OARC Representing Residents' Councils

Working with our Ministry of Long-Term Care (MOLTC) and Stakeholder Groups as members of various committees, residents attend and provide their lived experience to government and sector leaders through:

- Ministry of Long-Term Care
- Behaviour Supports Ontario: Advisory Group, Integrated Teams Collaborative, Lived Experience Advisory Group, Non-Stigmatizing Language Expert Panel
- CLRI Provincial Advisory Committee; CLRI Supporting Diversity and Inclusion in LTC Advisory Group; CLRI Ontario Caring Advisory Circle (OCAC), Implementation Advisor
- Health Quality Ontario: Resource Development Advisory Group; Long-Term Care Practice Report Advisory Committee; Transitions from Hospital to Home Advisory Group



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Thank you to Java Group Programs and the Ontario Centres for Learning, Research & Innovation in Long-Term Care for supporting OARC's Culture Change products and education programs. To find out more about how you can support OARC, please contact Dee Lender, Executive Director dlender@ontarc.com 1-800-532-0201 x 240.

We encourage you to bring this information to the next Residents' Council meeting in your home. We love to hear from you - call, write or email us with your questions, suggestions and stories.



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