

**RENAL PATIENT AND FAMILY ADVISORY COUNCIL
 Virtual WebEx MEETING MINUTES
 Tuesday September 14th, 2021
 4:00pm to 6:30pm**

In Attendance: Kathleen Anderson, April Herod, Ashley Papathanassiou, Kathy MacKay, Don Bester, Deb Beaupre

Minutes: Ashley Papathanassiou

Guest Speaker(s): N/A

Regrets/Absent: Cathy DuVal, April Mullen, Pam Ireland

	Agenda Item	Discussion	Motion/Action Plan/ Follow-up
1.0	1.1 Welcome Back!	- Welcome Back everyone!	
	1.2 Introduction to new members	- Welcome April and Kathy! - Kathy Austin and John Witteveen stepped down.	- Ashley to send official Thank you and exit letters.
2.0	Items: 2.1 Work Plan 21/22:	- Will be sent out to everyone. Please review and identify items you would like to be involved in, as well if there is anything you want to add or change. - Patient portal high priority for council. - World Kidney day is March 10th 2022, need to start planning what we are going to do and who we need to involve. Ideas: shirts and stickers, "Walk and Roll" at Westmount mall, engaging vendors for donations, involving Kidney Foundation.	- Will be sent next week, will follow up with everyone in October. - Ashley will look into requirements for patient portal. - Discuss next meeting on plans for WKD.

	<p>2.2 Fall Kronicle</p> <p>2.3 Co-Chair and Staff Advisory position</p>	<ul style="list-style-type: none"> - Started, waiting on info from allied health. Aim to print by Sept 30th. Idea's: (Cathy) Will include column for us to share information/stories or experiences in - Need to vote on co-chair. With new members, we will take some time to get to know everyone before voting. 	<ul style="list-style-type: none"> - Ashley will send for approval prior to print. - Aim to begin in December.
3.0	<p>3.1 Electronic Distribution</p> <p>3.2 Suggestion Box</p> <p>3.3 Staff recruitment and orientation</p>	<ul style="list-style-type: none"> - Privacy reviewed Sendy's privacy policy, stated we have to ensure that policy if available for people to read prior to signing up. - Re-starting suggestion box: but virtually. Poster created, needing approved before use. - Staff orientation started, so far has good feedback. Looking to ramp up in the fall. Actively trying to recruit new staff advisor with posters and conversation with staff. Looking for patient story to help increase awareness/appeal. Suggestions: - Share a story of a member and what drew them to PFAC. (Ideally wanting to get back to in person visits to allow members to talk to patients). Don thinks once we know what wave 4 looks like we can reassess availability to do so. (Side Note in conversation: multiple contracts coming up for review regarding equipment in HD. Don hoping to have advisor able to come in to consult on the patient perspective prior to renewing contracts.) - Ask staff: "why did you get into renal?" See if we can connect with their own personal drive to be more engaged with PFAC - Engage all health team (PSW/SW/NCM/ESW) 	<ul style="list-style-type: none"> - Ashley to follow up on getting it live, will send out letter to patients to notify and advertise - Ashley to send to PFAC, once approved will set up - Deb to write story of her experience to share. - Council to follow up with Don on COVID status in 2 months. - Ashley to engage with staff.

4.0	<p>4.1 London Free Press Article</p> <p>4.2 ORN PFAC</p> <p>4.3 Request for PFAC involvement: Review of Renal Policy changes</p>	<ul style="list-style-type: none"> - Last year we talked about article regarding PFAC to be in LFP. Still wanting to do so. Cathy to possibly write article? Don suggested we connect with Corp. Comm and social media to further share our story. - ORN looking for PFAC assistance with development of an ORN Health Equity Approach. Kathy volunteered to take part, needs to be submitted by Sept 17th. - Paula Gaspar (Renal Educator KCC) approached for help from PFAC reviewing Renal policies that are being amended. Council agrees to take part in project. Currently no policies to review, but looking for advisor input for future alterations. 	<ul style="list-style-type: none"> - Ashley to FUP with Cathy about writing and with communications about getting it published. - Ashley to send information to requesting party and CC in Kathy. - Ashley to inform Paula of councils consent to assist.
5.0	Upcoming Meetings	<p>Next Meeting Date: Wednesday October 13th, 2021</p> <p>Up-Coming Meeting dates: Tuesday November 9th Wednesday December 8th Tuesday January 11th Wednesday February 9th Tuesday March 8th Wednesday April 5th Tuesday May 10th Wednesday June 8th</p>	<ul style="list-style-type: none"> - Come prepared with ideas for work plan, and for World Kidney day.