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## Area Health Ministry Sub-committee Minutes

May 20, 2013

**Members present:** Father Steve, Pat Berg, Mary Pieh, Sherrie Grindy, Berdelle Ingeman, Deb Buffington, and Mary Nordstrom.

We began with opening prayer and recommitment to the AFC Mission statement. The minutes from the last meeting were approved.

In reviewing the subcommittee's mission statement, we discussed possible name changes for the subcommittee and came up with Health Ministry. Thus, the mission would read, **"The mission of the Catholic Area Faith Community of Jesus Our Living Water Health Ministry Subcommittee is to care for individuals in body, mind and spirit."**

Advanced Directives: Sherrie is going to contact Bev Schaeffer to see if anyone called to make follow-up appointments. People were not required to go through the hospital, so we won't have a completely accurate count, but this will give us an idea.

Virtus Training will be held on Monday, June 3, at 6:30 pm. Sherrie will contact volunteers to notify them.

Volunteer guidelines:

- In all cases, the word "client" should be changed to either "individual" or "parishioner" if we don't feel that "parishioner" would cause people to feel like their relative couldn't seek assistance.
- Begin the guidelines with the mission statement.
- #2, change the second "the client" to "their". Note that the visit is not about you, it's about the individual.
- #4, visits are typically weekly, but may vary depending on the individual's needs. Visits usually last between 15 minutes and up to one hour.
- #5, remove "care"
- #6, remove "care"

Intake form:

- Clarify that contact information are people with whom their information can be shared
- Remove "age"
- Move reason for visitation up higher; move "advance directive" through "Clinic Phone" down to bottom and include note that it is optional.

Visitation form looked good.

Liability insurance: the AFC has budgeted some monies and can reimburse retired nurses for their cost of liability insurance if they need it.

Stephen's Ministry / BeFriends – we do not want to go through that level of organization. Father Steve will check to see if we have any documentation in the office.

Bereavement Workshop will be moving from Winter to Fall. It is tentatively set for October 12 with focus on loss followed by wellness component, ending with another speaker. Our committee will help with arrangements.

Pat reported on conversation with Loronda Schuler. The subcommittee would like a copy of the volunteer training from her.

Berdelle was not able to contact Kathy Habberman. Sherrie thinks she has contact information for her.

Sherrie contacted Judy Lightowler in Perham. She has an all-volunteer program for 13 years. It was suggested that each parish coordinator keep a locked file for records.

Next meeting: Monday, June 10, 3:00 pm.