

Health Ministry Meeting Minutes
September 17, 2013

Present: Sherrie Grindy, Pat Berg, Mary Pieh, Pat Radabaugh.

The meeting began at 1 pm with a silent prayer. The Committee welcomed Pat Radabaugh as a new member. The minutes of the August 13th, 2013 meeting were approved as written.

Bereavement Workshop Update – volunteers are confirmed to check BPs, blood sugar, test hand strength, and for seated chair and hand massages for the “wellness” hour of the workshop. HM Volunteers are also being solicited to register workshop attendees and escort them to the parish hall.

Volunteer training update – attendees had positive comments on last week’s volunteer training. Training for the remaining volunteers, unable to attend last week, was discussed. The book – *“The Art of Being a Healing Presence”* – could be mailed to those who were not able to attend along with the handouts (forms, Health Ministry booklet, etc.) from the training. The Committee set November 7th, 2013 at 6 pm for a volunteer meeting for new as well as trained volunteers. Pat R. contacted Mary Nordstrom to request a room at St. Mary. Sherrie provided the committee with a current list of volunteers and their contact information. Pat B will prepare a spreadsheet with this information. The Committee plans to develop policies including one on not transporting people (this could be added under # 4, page 6 in the Health Ministry booklet). During the volunteer training, volunteers were told that they could drop off their visitation forms in the collection basket. However, the Committee thought it would be best if forms were dropped off, or mailed, to the Parish Office. This will be discussed at future volunteer meetings. For Virtus training, 2 volunteers have updated their training. Four more volunteers need the initial training.

The Coordinator on-call rotation schedule was established on a 1st – 15th and 16-31st basis, as follows:

Sept 15-30 th	Pat R
Oct 1 – 15 th	Sherrie G
Oct 16-31 st	Mary P
Nov 1-15 th	Pat B

Sherrie will contact Mary N. about including Pat R. in the HM Coordinator group email list for receiving referrals.

The draft Visitation Tracking form was discussed. Headings will be abbreviated to decrease space. The form will be used as is and modified as necessary once the Coordinators have more experience with it. Mary P. will create a spreadsheet similar to Vinje’s to track visits for accountability purposes. The coordinators (Health Ministry Committee) will meet at the monthly All-Committee meetings (1st Tues of each month at 7 pm) to review the spreadsheets and discuss progress. The next meeting is scheduled for October 1st 7 pm at OLOL.

The Committee discussed changes to a draft announcement for the bulletin. Sherrie will send the announcement to Mary N. for the bulletin.

Pat R. will contact Jessica Vagle to set up a time to meet with Rice Hospital social workers and hospice staff. We talked about a “visit card” that could be left with the hospitalized person for them to call the Parish Office once they arrive home. This will be discussed again at a future meeting.

Items for the next meeting: review spreadsheet and tracking forms; review visitation activity to date; begin developing policies; learn if Cathy Moe has the Faithfully Fit curriculum (Pat B to contact Cathy); plan agenda for Nov 7th volunteer meeting; and Oct 12th Bereavement Workshop.

Meeting adjourned at 2:45 pm.

Respectfully submitted, Pat Berg