



Cranbrook ♥ Kimberley

**HOSPICE SOCIETY**

Hands that Serve | Hearts that Care

Volunteer Meeting January 13, 2025  
McPhersons Funeral Home (Kimberley)  
10:00-12:00

Attendance: George W (via teams) Darcy R, Cheryl T, Thea H, Mike J, Jackie J, Jeff W, Marla T, Anne S, Francine S, Brian Clifford, Trudy C, Karolyn

### **Intake Forms**

It was decided to simplify the intake forms process and have the “Intake Form for Bereavement Support Group” be archived. There is a section on the 2<sup>nd</sup> page of our “Client Intake form” that can be used to indicate if the client is interested or involved in a BSG.

We still have missing intake forms for some of our clients. Please contact the office to update. All volunteers with missing intake forms for their clients have been contacted. Please provide the office with the information required by January 24<sup>th</sup>.

\*\*\*\*We can't say we are acting on behalf of hospice when visiting clients without the documentation to back us up. Yearly we are required to report to Interior Health the number of clients we see and the hours we provide as client facing volunteers. There are legal requirements and liability situations we may face if we do not keep accurate records. \*\*\*\*\*

### **Policies & Module 3 Training**

Module 3 of our Primary Training course needed to be updated. The following policies and procedures are “under review”:

- Hand Washing (page 3)
- Confidentiality (page 6)
- Protocol for Volunteers (page 7)

Once board approved, they will be sent out to members and or provided at next months volunteer meeting.

## **Board Update from George Watson**

George expressed his excitement surrounding all we have accomplished over the last eight months. He thanked all the volunteers for helping move the society forward in a positive direction.

A Hospice House Steering Committee has been formed with many of our finest community leaders with a variety of backgrounds.

A letter of interest requesting land donation has been submitted to the city of Cranbrook. We hope to hear a reply in the next couple of weeks.

George has spoken to the executive director and chair of the North Okanogan Hospice Society at length over the last week. He asked advice and suggestions on what they wish they may have done differently regarding their Hospice House build.

Members of the steering committee have reached out to other hospice societies in BC for guidance and suggestions. Al Coates is speaking with Penticton & District Hospice Society. Bob Cartier is speaking with Rose Garden Hospice in Prince Albert.

The anonymous donor that donated \$50,000 at our dinner and silent auction has and will be continually be updated on all our exciting Hospice House news.

We are receiving more and more donations and offers to help with our Hospice House Fundraising. The community is getting on board and starting to show their support

- A \$2000 donation through Gift Funds Canada from Rick & Daphne Hammond of Kimberley
- Kimberley Alpine Ski Hill Community Day – January 1th. All lift passes for the day will be donated to us
- \$ 10,000 donation from the Rick & Marg Family Foundation
- \$1,000 donation from Karen Grant from Brian Clarkson's Bookend Event
- \$500 donation from George Watson from Brian Clarkson' Bookend Event
- Private donation of \$1000
- Private donation of \$5000

\*\*\*\*\*All funds deposited into our Hospice House Building Fund\*\*\*\*\*

**Volunteer recruitment** is a priority. Francine Guerrette Smith suggested a volunteer recruitment committee be initiated. The board has approved this recommendation. Francine, Diane H and Karolyn will prioritize the project going forward. The ultimate goal is to find volunteers that will be the right fit for the society. A need to increase our numbers is increasingly growing as is our reputation within the communities.

Suggestions made at the volunteer meeting were to have current volunteers try to encourage friends they know to join the society. Would high school students or nursing students be interested?

**Education** – Jeff would like to see others assist with educating new volunteers. If you are interested, please contact Jeff or the office.

**Insurance Coverage** -Karolyn

Karolyn to follow up with our advisor from Marsh Insurance regarding more in-depth questions regarding our liability insurance as requested by the volunteers.

**Next Meeting:** Will be held in **Cranbrook** at McPherson's **February 10 (9:30- 12:00)**  
This will include a luncheon for volunteers. Please try to attend if you can.