

NOTE: The focus of the meeting will be exploratory in nature in order to determine the scope of Patient Council development and integration into other phases of the hospital program. The Rehabilitation Therapies Program Supervisor can invite any (one and not more than two because of space limitation) members of the hospital staff who are involved in the operation and promotion of the Patient Council Program.

MINUTES OF MEETING - 13 April 1962 in the Central Office

- 1) The title changes of the Rehab Therapies positions which was suggested by the Central Office to Civil Service are only suggestions at this point - nothing official. Civil Service may change them and therefore we should wait and see.
- 2) A committee was established to develop a proposal and salary survey information in regard to cultivating the program for the next legislative session. Members are Allen Beck, CSSH, Tom Crowe, ASH, Ardo Wrobel, CO.
- 3) The picture on summer students.
RSH - slight possibility
SPSH - perhaps 5
HSH - probably not, may have some unpaid students
The rest of the institutions are not in a position to hire summer students.
- 4) Rehab Therapies and Education Conference Planning, Larry Zambino. Not much to report because we haven't had a committee meeting since the last Supervisor's Meeting. Will clarify Dr. Richard Bartman, CO, as guest speaker.
- 5) Minutes of previous meeting approved and OSS asked that we make note that part of their camping program is co-educational. (What do you know about that?)
- 6) RT and OT Scholarship Program. If you are interested in getting a stipend student after they graduate into your program follow this procedure:

1. Notify me by memo
2. I will correspond with the candidate in coordination with Herb Gardner with appropriate copies to the institution involved

Following students will be graduating some time this summer:

Miss DeAnne Evonne Franks	attending University of Minnesota, experienced in ballet dancing, B A level
Mary Judith Olson	St. Catherine's College BA degree, has some physical disability but should not interfere with practice of occupational therapy. Became interested in OT while a patient at Gillette State Hospital
Dellvina Mary Cross	University of Western Michigan, Kalamazoo, Michigan Master's level OT, experienced at Anoka State Hospital Interested in geriatrics, excellent OT
Thomas R. Jung	University of Minnesota, M A in hospital recreation, experienced at RSH, interested in RSH job, however they have a PAL II there now. At this point it looks like priority should go to HSH and we should proceed on that basis
Judy Bloomendahl	BA graduate in music, McPhail College, has made inquiry at RSH and SPSH. She has some experience in the hospital setting through the music course at HSH. Looks like a good candidate.

- 7) Civil Service asks that we get our requisitions for vacancies and potential vacancies, even though they don't currently exist, into the Civil Service Department as soon as possible so that they have plenty of time to develop a register. Perhaps this will help to develop a better register in our positions. If there are any questions, please contact me.

- 8) It looks like there might be some training funds available to conduct a workshop through Central Office funds. Discussion followed on various possibilities and it was suggested that a meeting on "hospital youth programs" could be developed by Konstanti Dimitri, M.D., Clinical Director and John Price, School Principal, Galesburg State Research Hospital, Galesburg, Illinois. The suggestion will be forwarded to Dr. Vail for consideration. If its approved subsequent notices will be mailed.
- 9) Special Request. I will greatly appreciate getting copies of minutes of the various patient council meetings from your institution.
This will be extremely helpful to me in developing a future paper on patient councils and also to develop resource material for other institutions.
- 10) Current staffing plan for the psychiatric institutions, and the only one I know of, is 1 to 75 patients. There is a special ratio for post-surgical and maximum security patients and this is 1 to 50.
- The supervisors discussed this and they would like to come up with a new ratio plan. This will be discussed with Dr. Vail.
- 11) Selling of OT articles. Read the rough draft of the memorandum which was subsequently distributed to all institutions, dated 16 April 1962.

Current situation looks like this: HSH, WSH, ASH do not sell
RSH has virtually curtailed selling
BSSH never did get into the business of selling
at FSSH there is no emphasis on selling although through the crafts program some selling is done to diversified labor
CSSH is not involved in selling - have liquidated their diversified labor account, some patients in the craft program buy project materials and sell on their own and a little of this happens in all institutions
SPSH is involved in selling at the main hospital and at ~~ASH~~ staff is involved in clerical work of pricing and preparing for sale. Larry Zambino said they may be setting up an account for occupational therapy in the budget
at ~~FSSH~~ the program is involved in selling projects
although Bob Hoffmann, Administrator said "they can take care of OT without having to sell"
At MLSH there seems to be quite a bit of focus on selling. The business office does quite a bit of the clerical work. The program is supported by diversified labor accounts

- 12) Quite a bit of discussion was had in regard to selling materials to patients and this seems to be a separate problem, but not as great, as the above. Several supervisors indicated that they have patients order their project materials through the catalogue. Volunteers are and can be of great assistance here. FSSH and perhaps one or two other institutions sell state stock items to the patients at cost. OT staff bookkeeping time is quite involved in this and time consuming. Other possible ways for patients to get project material were suggested. For example, to purchase through the Canteen service, buy in town and perhaps the Volunteer Council could be involved by "setting up shop", by purchasing the raw materials and thereby not involving state funds, and selling to the patients at no profit or at some small profit. This profit then could be earmarked for programs and donations involving the welfare of all patients.

- 13) Question was raised and discussed and the following reminder is made:
The PAL I and PPA class are college level positions and current memos to that effect have been distributed. There are two registers for these classes in Civil Service. One is the college senior placement register and the other is the regular register. Requisitions to fill these positions should specifically ask for certification of candidates from the register who possess a Bachelor's Degree. Specific reference can be made memorandum dated 15 September 1961 from Dr. Vail which was sent to the superintendents. Copies were also sent to the supervisor. Reference for the Patient Placement Agent class can be made to the minutes of the hospital superintendents meeting held on 9 February 1961.

14) Current Program Report

- HSH - Mrs. Karen Gallahue rehired on half-time as OT supervisor. One recreation student and one OT student are getting field work experience at the hospital and Rehab Therapies initiated a one week orientation training program for Psychiatric Aide Trainees. Held another successful formal dinner dance. Currently planning "kitchen-showers" to help furnish the rehab kitchen and are well along in planning the summer camping program and funds are being successfully solicited. Vacancy for a Recreation Supervisor.
- CSSH - Planning for spring and summer program. Making preparation for day camping and general science will be added to the education program after Easter. The Boy Scouts and Girl Scouts visited the Sportsman Show in Minneapolis 10 April 1962 and the music groups have been performing at various churches and other community activities in Isanti county. Anticipate vacancy for OT in May.
- OSS - John Buckley replaces John Wagar as Special Teacher 30 March 1962. Is teaching job information on the secondary level. Student Council meetings regularly held twice a month. A student committee is exploring possibility of including representatives from the school and work training areas. Student Council social committee planned St. Patrick's day dance and the students took care of decorating, providing music and serving refreshments. Open house will be held on 14 May 1962.
- MLSH - No official report. Bob Bader is on vacation. He was represented by Mrs. Eleanor Stean and she reports that Lucille Belcich is retiring due to ill health.
- Children's Treatment Center - Rehab Therapies program beginning to take form. Activities schedules being developed. OT equipment ordered and received. Are planning a Spring Festival and a summer camping program. Plans are being rounded out. The program uses county and private school facilities for indoor programs. Arrangements have been made with the Twins and Vikings for attendance at games - members of the Vikings team plan to come out occasionally to visit and they are planning a kitchen and home ec program in OT.
- WSH - Twenty-seven women patients are attending a cosmetology class at the Wilmar Community College where the students give hair care "You are a poet, Gene." The Rehab people are busy taking chaffeur tests so they can drive the newly acquired bus. Some of the basic programs have been cut because of staff shortage. They are looking into the possibility of setting up a day camping program on a small lake adjacent to the hospital grounds.

- FFSH - Twenty-one male patients in the youth program is off to a flying start- patients are housed in one building for intensified treatment programs. Rehab is involved through RT, IT and education. The unit will ultimately involve female patients. Rehab is going into the program gradually and trying to iron out the wrinkles as we go along. The new auditorium is progressing rapidly and are now involved for planning for equipment needs- when completed we hope that we can show you the latest in auditorium planning. There are several vacancies in the program but there will be no replacements during the remainder of this biennium.
- BSSH - The patient's talent program for St. Patrick's Day presented on 16 March 1962 - 53 patients were involved in 13 acts - was attended by 275 guests from Brainerd and all of the hospital industrial patients. Part of the program was presented at Crosby for a meeting of the local ARC. Supervisor's involved in planning detailed activation programs for non-working patients, one program is now in effect and 4 others will be started shortly. This is done in connection with discussions with the aides and is carrying through on the basic principles of the unit assignment. 40 patients are going to church services in town regularly. The beginnings of a Patient Council are taking form and Dean McClay will be reclassified from PAL I to Special Teacher.
- RSH - Activities Center's been remodeled and decorated. The Americal Association of University Women held their annual spring style show yesterday. The drum and bugle corp is practicing for parade work, first one at Owatonna, 29 April 1962. Vacancies for PAL I in May, PAA I in May and an OT I in September. Ray wants the PAA I to be young, a woman and an artist. (Wow, are the standards going up!)
- FSSH - Fourteen different areas now have Patient Building Councils - nursing service having direct responsibility for development, Guidance comes from the program committee which is composed of clinical director, director of nursing service, chief of psychology, chief of social work, school principal and the Rehab Therapies Supervisor. This group receives and reviews minutes of the various meetings - nursing personnel encouraged to make comments on the council minutes and a sub-committee has been working on plans to develop a constitution. (How about letting the patients in on this, Ray?) The program was initiated by Rehab Therapies and responsibility for it is being shared by all departments. Objectively (a) to give the patients a greater voice in planning those institutional policies and programs involving the welfare of patient groups, (b) to serve as an additional means of communication between patients and staff (c) to develop self-expression, self-responsibility, initiative and leadership among those participating.

Minutes of the Council meeting at Holly was attached to the report. Very good.

Editorial Comment: Very good reports. See you at the next meeting.