

North Lambton Community Health Centre  
Board of Director Minutes

Tuesday, September 25, 2018  
5:30 PM – 7:30 PM  
Crozier Hall, Forest

<b>Attendees:</b>	Stewart Burberry	Carol Columbus	Jean Dorey	Marja George	Jane Joris	Nicci McCann
	Gus Mumby	Mac Redmond	Lori Veroude			
<b>Staff</b>	Kathy Bresett	Robin Page				
<b>Recorder</b>	Laurie Minielly					
<b>Regrets:</b>	Emily Fortney-Blunt	Bill Davidson	Carrie McEachran			
<b>Guests:</b>	Melissa Erdodi and Nicole Taylor, Lambton County Lake Huron Health Links					

Item #	Agenda Item	Discussion Highlights
1.0	Call to Order	<ul style="list-style-type: none"> <li>Mac called the meeting to order at 5:30 PM.</li> <li>Quorum Status. Quorum was met according to the by-laws.</li> <li>Territorial Acknowledgement. We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Anishnaabeg who were signatories to the Huron Tract Treaty #29, specifically the First Nations of Kettle and Stony Point, and Aamjiwnaang First Nation.</li> <li>Declaration of Conflict of Interest. There was no declaration of conflict of interest.</li> <li>Approval of Agenda.</li> <li>Addition to Agenda: 8.3 Protected Information</li> <li>Kathy introduced Melissa Erdodi, Health Links Co-ordinator and Nicole Taylor, Health Links Social Worker. Melissa and Nicole provided an update of what is happening with Health Links and their roles. Nicole is hosting coffee time which will be held in the Rapids FHT Kitchen at our Cardiac site and starts October 2<sup>nd</sup>. One of the new Health Link videos was viewed. The Board thanked Melissa and Nicole for an informative presentation.</li> </ul>
<b>Action:</b>		<b>Assigned to:</b>
<b>Motion Carried:</b> That the Board approves the agenda, as amended.		<b>Motion Made By:</b> Gus Mumby
		<b>Motion Seconded By:</b> Stewart Burberry

Melissa and Nicole left at 6:20 PM.

Item #	Agenda Item	Discussion Highlights	
2.0	<b>Minutes of Previous Meetings</b>		
	<b>2.1 Motion Carried: That the Board of Directors minutes August 28, 2018 are approved as presented.</b>	<b>Motion Made By: Gus Mumby</b>	<b>Motion Seconded By: Jane Joris</b>
	<b>2.2 Motion Carried: That the Executive Committee minutes of September 10, 2018 are approved as presented.</b>	<b>Motion Made By: Gus Mumby</b>	<b>Motion Seconded By: Nicci McCann</b>
	<b>2.3 Motion Carried: That the Quality Performance Committee minutes of September 11, 2018 are approved as amended.</b>	<b>Motion Made By: Jean Dorey</b>	<b>Motion Seconded By: Jane Joris</b>
	<p>Kathy answered questions regarding the Quality Performance meeting.</p> <p>6.1 Harm Reduction Team. The Team is funded by MOH AIDS Bureau and Hep C Secretariat.</p> <p>4.1 DEP Accreditation. Some staff will move to the next step on the pay grid. We provide time for mentoring.</p> <p>Rural Needle Exchange. Kathy provided an update from a meeting earlier today. Kathy said they discussed having a needle exchange in Forest. We will trial it beginning November 1<sup>st</sup> in the Wellness area. We will get supplies from Public Health and we will be responsible for disposing of needles. Public Health will share their policies with us.</p> <p>8.1 Equity Walk-through. This is a tool we received from our EQUIP research project. Groups of people (staff or clients) walk through to provide their impression on the Centre.</p> <p>National Pharmacare. Kathy brought information on who sits on this committee.</p> <p>It was suggested to add the names of the new First Nation chiefs to minutes: Jason Henry and Chris Plain.</p>		
	<b>2.4 Motion Carried: That the Governance Committee minutes of September 11, 2018 are approved as amended.</b>	<b>Motion Made By: Jane Joris</b>	<b>Motion Seconded By: Nicci McCann</b>
	Board Policy #3 – sent to the Board for acceptance – Mac is suggesting that it not be forwarded to the Board at this time and bring it with the balance of the Board policy manual.		
	<b>2.5 Motion Carried: That the Resources Committee minutes of September 11, 2018 are approved as amended.</b>	<b>Motion Made By: Gus Mumby</b>	<b>Motion Seconded By: Lori Veroude</b>
	<p>7.1 Should read 2019.</p> <p>It was clarified that the elevator work is at Forest and is estimated to take 6 - 8 weeks to complete. It was pointed out that the exterior ramp will allow access to the lower level for</p>		

those who have difficulty using the stairs.		
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Item #	Agenda Item	Discussion Highlights	
2.6	<b>Business Arising from the Minutes</b>		
	<b>Executive Committee Membership &amp; Mandate</b>		
	<b>Motion Carried: That the Board accepts the Executive Committee Membership and Mandate and 2018-19 Work Plan as presented.</b>	<b>Motion Made By: Gus Mumby</b>	<b>Motion Seconded By: Carol Columbus</b>
	<b>HP Report, HP Survey Results, Afterschool Program Update.</b>		
	<b>Motion Carried: That the Board accepts the Health Promotion Report, Health Promotion Survey Results and Afterschool Program Update as information.</b>	<b>Motion Made By: Stewart Burberry</b>	<b>Motion Seconded By: Lori Veroude</b>
	<b>Quality Performance Membership and Mandate Quality Performance Committee 2018-19 Work Plan</b>		
	<b>Motion Carried: That the Board accepts the Quality Performance Committee Membership and Mandate and the 2018-19 Work Plan as presented.</b>	<b>Motion Made By: Stewart Burberry</b>	<b>Motion Seconded By: Marja George</b>
	<b>Quality Performance Committee Chair Job Description</b>		
	<b>Motion Carried: That the Board accepts the Quality Performance Committee Chair Job Description as presented.</b>	<b>Motion Made By: Marja George</b>	<b>Motion Seconded By: Lori Veroude</b>
	<b>Governance Committee Membership and Mandate Governance Committee 2018-19 Work Plan</b>		
	<b>Motion Carried: That the Board accepts the Governance Committee Membership and Mandate and the Governance Committee 2018-19 Work Plan as presented.</b>	<b>Motion Made By: Jane Joris</b>	<b>Motion Seconded By: Marja George</b>
	<b>Governance Committee Chair Job Description</b>		
	<b>Motion Carried: That the Board accepts the Governance Committee Chair Job Description as presented.</b>	<b>Motion Made By: Stewart Burberry</b>	<b>Motion Seconded By: Jane Joris</b>
	<b>In-Camera Meeting Review</b>		
	<b>Motion Carried: That the Board accepts the In-Camera Meeting Review as presented</b>	<b>Motion Made By: Jane Joris</b>	<b>Motion Seconded by: Jean Dorey</b>
	<b>EMR Roll-out Update</b>		
	<b>Motion Carried: That the Board agrees the Executive Director sign the EMR agreement with Telus on behalf of</b>	<b>Motion Made By: Lori Veroude</b>	<b>Motion Seconded By: Marja George</b>

the North Lambton Community Health Centre.		
Financial Reporting Template This was for information.		
Resources Committee Membership and Mandate Resources Committee 2018-19 Work Plan		
Motion Carried: That the Board accepts the Resources Committee Membership and Mandate and the 2018-19 Work Plan as presented.	Motion Made By: Gus Mumby	Motion Seconded By: Carol Columbus
Resources Committee Chair Job Description		
Motion Carried: That the Board accepts the Resources Committee Chair Job Description as presented.	Motion Made By: Lori Veroude	Motion Seconded By: Carol Columbus

Marja arrived at 5:50 PM.

Item #	Agenda Item	Discussion Highlights
3.0	Report from Executive Director	<p>Kathy reviewed the ED Report noting some highlights:</p> <ul style="list-style-type: none"> <li>• <u>Revised deficit projection</u> is \$15 billion. New financial information will be coming later in the fall from the Conservative government. There are lots of government reviews going on: safe injection sites, Bill 148, guaranteed income.</li> <li>• Team Care and MSAAs will continue.</li> <li>• Any capital projects are ongoing.</li> <li>• OMA negotiations are ongoing. Our Alliance has sent in our issues: two tier salary rates; CHCs to be eligible for RIO bonus; establish a process to ask for more physicians</li> <li>• Low income dental investment of \$98M</li> <li>• Review of LHINS; Health Quality Ontario may be reviewed.</li> <li>• MSAA Update: extended MSAA ends in 2019; renegotiated for 3 years ending in 2022. The LHIN will finalize the MSAAs in November; we will receive and approve by March 2019.</li> <li>• We are hoping for the proposed compensation increase to go through <u>as proposed for next year</u></li> <li>• Alliance is working on guidance documents for staffing ratios</li> <li>• Community financial policy – LHIN said this is a MOH document – there are items that the sector is trying to get the Ministry to talk about.</li> <li>• CAPS schedule A is removed and there is a narrative about who you are serving</li> </ul>
Action:		Assigned to:
		Target Date:
Motion Carried: That the Board approves the Executive Director report as presented.	Motion Made By: Jane Joris	Motion Seconded By: Gus Mumby

Item #	Agenda Item	Discussion Highlights
4.0	Board Development	

4.1	<u>Board Education Plan Discussion</u> Kathy noted that this would go back to Governance Committee to discuss and bring a plan back to the November meeting. For the October board meeting the 1st module of the Inclusive Leadership Project will be shown.		
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>

Item #	Agenda Item	Discussion Highlights	
5.0	Quality Improvement		
5.1		There were no items for Quality Improvement.	
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>

Item #	Agenda Item	Discussion Highlights	
6.0	New Business		
6.1		There were no items for New Business.	
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>

Item #	Agenda Item	Discussion Highlights	
7.0	Round Table		
Jane – Watford Community Improvements AGM is October 1 <sup>st</sup> at 7:00 PM. Jane will try to attend. Kathy said that Bel will also attend. Kathy – thank you card from Pam. Jean – f/u from round table at Quality, Jean brought business cards from Kelly Haggerty, Bright's Grove pharmacy with information for travel vaccines. Mac – provided an update on Bill's recent health incident. Mac – we have a new volunteer, Ann Tuplin, for Quality Performance Committee.			

Item #	Agenda Item	Discussion Highlights	
8.0	In-Camera Business		
8.1		Board of Directors In-Camera Meeting August 28, 2018	
8.2		Protected Information	
8.3		Executive Committee In-Camera Meeting September 10, 2018	
8.4		Personnel Issue	
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>
<b>Motion Carried: That the Board go in-camera to approve minutes as listed and discuss protected information.</b>		<b>Motion Made By:</b> Jean Dorey	<b>Motion Seconded By:</b> Stewart Burberry
The Board was in-camera at 6:47 PM.			
<b>Motion Carried: That the Board arise from in-camera and that the Chair rise and report.</b>		<b>Motion Made By:</b> Jean Dorey	<b>Motion Seconded By:</b> Marja George
The Board was in open session at 7:20 PM. The Chair noted			

that the minutes, as listed, were approved, protected information and a personnel were discussed and there is nothing else to report.

**Agenda Item #10.0**


Adjournment

**Motion Carried: That the meeting be adjourned.**

**Motion Made By:  
Jean Dorey**

Meeting adjourned at 7:20 PM.

  
Mac Redmond, Chair

  
Laurie Minielly, Recorder

Next Board Meeting

Tuesday, October 23, 2018 at 5:30 PM  
Crozier Hall – Forest