

North Lambton Community Health Centre  
Board of Director Minutes

Tuesday, January 22, 2019  
5:30 PM – 7:30 PM  
Crozier Hall, Forest

<b>Attendees:</b>	Stewart Burberry	Carol Columbus	Bill Davidson		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>	Jean Dorey	Emily Fortney-Blunt	Carrie McEachran			
<b>Guests:</b>	Hep C Team: Nikki Thomson, Kristin Lichty, Lisa Pierce					

Item #	Agenda Item	Discussion Highlights
1.0	Call to Order	<ul style="list-style-type: none"> <li>Mac called the meeting to order at 5:35 PM. Stewart, Carol, Bill and Gus joined via OTN from West Lambton.</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: 6.2 Alliance Resolutions, Board of Directors In-camera Minutes October 23, 2018</li> <li>Kathy introduced the Harm Reduction Team: Kristin, Lisa &amp; Nikki presented to the Board on the Hep C and Harm Reduction work that they are doing. We are currently working on an outreach program at Kettle &amp; Stony Point, Thedford and Watford. They will also be attending a conference in Toronto in February.</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> Marja George
		<b>Target Date:</b>
		<b>Motion Seconded By:</b> Gus Mumby

Item #	Agenda Item	Discussion Highlights
2.0	<b>Minutes of Previous Meetings</b>	
2.1	<b>Motion Carried: That the Board of Directors minutes November 27, 2018 are approved as presented.</b>	<b>Motion Made By: Jane Joris</b> <b>Motion Seconded By: Lori Veroude</b>
2.2	<b>Motion Carried: That the Quality Performance Committee minutes of January 8, 2019 are approved as presented.</b>	<b>Motion Made By: Stewart Burberry</b> <b>Motion Seconded By: Marja George</b>
4.1	New Indicators and 2018 highlights of Health Quality Ontario. Kathy has the annual report from HQO that she can forward and noted there are less indicators and the hope is for more collaboration between sectors.	
5.2	Circle Program – we've had 13 participants who graduated from Getting Ahead. What is the criteria to be invited to the rural circles? Kathy noted that some aren't ready to move on, they have to have a plan for their future and they also need to commit to 3 nights per month.	
2.3	<b>Motion Carried: That the Governance Committee minutes of January 8, 2019 are approved as amended.</b>	<b>Motion Made By: Jane Joris</b> <b>Motion Seconded By: Nicci McCann</b>
	Bill had attended the meeting but requested that Jane chair the meeting. Mac noted that 3.1 is a motion that should be rescinded as it is too soon to bring the Board policies to the Board. By-law #1 / ONCA – Mac noted that there is something coming in now with respect to membership and a webinar with the Alliance on January 31 <sup>st</sup> . Skills & Links checklist was circulated for completion.	
2.4	<b>Motion Carried: That the Resources Committee minutes of January 8, 2019 are approved as presented.</b>	<b>Motion Made By: Gus Mumby</b> <b>Motion Seconded By: Lori Veroude</b>
	Kathy answered questions on BIRT and SHIIP. Kathy also noted that the rollout with PS Suites has a lot of work-arounds to be done.	

Item #	Agenda Item	Discussion Highlights
2.5	<b>Business Arising from the Minutes</b>	
	<u>Board Policies.</u> Mac noted that there are more policies to be reviewed and that all the changes will be brought as a package.	
	<b>Motion Rescinded: That the Board accepts the Board policies as presented.</b>	<b>Motion Made By:</b> <b>Motion Seconded By:</b>

	<u>Risk Management Policy</u>		
	<b>Motion Carried: That the Board approves that the development of a Risk Management Policy be added to the Board calendar for October 2019.</b>	<b>Motion Made By: Jane Joris</b>	<b>Motion Seconded By: Nicci McCann</b>
	<u>OH&amp;S Policy #10 Workplace Violence &amp; Workplace Harassment.</u> The policy was included for the Board to review.		
	<b>Motion Carried: That the Board approves OH&amp;S Policy #10 Workplace Violence &amp; Workplace Harassment as presented.</b>	<b>Motion Made By: Gus Mumby</b>	<b>Motion Seconded By: Lori Veroude</b>
	<u>RFP Strategic Plan and Environmental Scan.</u> This was included for review. Kathy noted we are scheduled for a Strategic Plan and Environmental Scan in 2019 in preparation for accreditation in 2020. Please let Kathy know if you have a suggestion for an agency to do a strategic plan.		
	<b>Motion Carried: That the Board approves the RFP Strategic Plan and Environmental Scan as presented.</b>	<b>Motion Made By: Gus Mumby</b>	<b>Motion Seconded By: Bill Davidson</b>

Item #	Agenda Item	Discussion Highlights	
3.0	<b>Report from Executive Director</b>	<ul style="list-style-type: none"> <li>Community partners and BWH called together a meeting to discuss lack of space available at the shelters for homeless people and strategies to address this issue. Kathy attended one meeting where they discussed a warming centre.</li> <li>Kathy circulated a letter for Board members to sign to advocate for a memory team.</li> <li>LGBT Working Group of the Alliance is developing a conference workshop, "Closets are for Clothes", for the Alliance conference being held this year on June 12<sup>th</sup> &amp; 13<sup>th</sup> in Ottawa. This is a joint conference with Canadian Association of Community Health Centres (CACHC).</li> <li>Kathy and Jane attended the sub-region training session today.</li> <li>Kathy attended a meeting last week with three LHINs (Southwest, Hamilton and Erie St. Clair) and Alliance staff with respect to expected changes in health care by the government.</li> <li>The United Way announced funding earlier this week that our Opening Doors program funded at both West and North Lambton would be maintained for the next three years.</li> </ul>	
	<b>Action:</b>	<b>Assigned to:</b>	<b>Target Date:</b>
	<b>Motion Carried: That the Board approves the Executive Director report as presented.</b>	<b>Motion Made By: Marja George</b>	<b>Motion Seconded By: Gus Mumby</b>

Item #	Agenda Item	Discussion Highlights	
4.0	<b>Board Development</b>		



4.1	<u>Inclusive Leadership Module # 2</u> Module #2 of the Inclusive Leadership in Governance Course is deferred to next month.		
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>

Item #	Agenda Item	Discussion Highlights	
5.0	<b>Quality Improvement</b>		
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	<b>New Business</b>		
6.1	<u>Community Annual Planning Submission (CAPS).</u> Robin reviewed the CAPS with the Board. Robin answered questions regarding the targets.		
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>
<b>Motion Carried: That the Board approves the CAPS submission as presented.</b>		<b>Motion Made By: Gus Mumby</b>	<b>Motion Seconded By: Stewart Burberry</b>

Item #	Agenda Item	Discussion Highlights	
6.0	<b>New Business</b>		
6.2	<u>Alliance Resolutions 2019</u> Mac noted the deadline for submissions is March 1 <sup>st</sup> .		
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>

Item #	Agenda Item	Discussion Highlights	
6.0	<b>New Business</b>		
6.3	<u>Alliance Webinar for Membership</u> Mac noted that we need to have someone properly appointed to attend the webinar on January 31 <sup>st</sup> and vote on behalf of the Board. The nominee would be voting on our behalf on candidates for the Alliance Board. It was discussed at Governance that Kathy would be our rep, but perhaps there is a Board member who is interested.		
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>
<b>Motion Carried: That the Board appoints Kathy Bresett to represent North Lambton CHC.</b>		<b>Motion Made By: Gus Mumby</b>	<b>Motion Seconded By: Bill Davidson</b>


Item #	Agenda Item	Discussion Highlights
7.0	Round Table	
Nicci – attended the Women’s March on January 19 <sup>th</sup> . There were about 500 people in attendance.		

Item #	Agenda Item	Discussion Highlights
8.0	In-Camera Business	
8.1	Resources Committee In-Camera Minutes January 8, 2019	
8.2	Personnel Issue	
8.3	Board of Directors In-Camera Minutes October 23, 2018	

Action:	Assigned to:	Target Date:
<b>Motion Carried: That the Board moves in-camera to approve the minutes as listed and discuss a personnel issue.</b>	<b>Motion Made By: Gus Mumby</b>	<b>Motion Seconded By: Marja George</b>
The Board was in-camera at 7:00 PM		
<b>Motion Carried: That the Board arises from in-camera and that the Chair rise and report.</b>	<b>Motion Made By: Jane Joris</b>	<b>Motion Seconded By: Lori Veroude</b>
The Board was in open session at 7:08 PM. The Chair noted that the minutes as listed were approved and a personnel issue was discussed and there is nothing further to report.		

<b>Agenda Item #10.0</b>	
Adjournment	
<b>Motion Carried: That the meeting be adjourned.</b>	<b>Motion Made By: Marja George</b>
Meeting adjourned at 7:10 PM.	

  
 Mac Redmond, Chair

  
 Laurie Minielly, Recorder

<p><b>Next Board Meeting</b></p>	<p><b>Tuesday, February 26, 2019 at 5:30 PM</b>  <b>Crozier Hall - Forest</b></p>
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