

**North Lambton Community Health Centre  
Board of Director Minutes**

**Tuesday, April 25, 2017  
Harm Reduction: 5:30 PM – 6:30 PM  
6:30 PM – 8:00 PM  
Crozier Hall - Forest**

<b>Attendees:</b>	Pam Atkinson	Stewart Burberry	Bill Davidson	Jean Dorey	Marja George	Jane Joris
	Carrie McEachran	Gus Mumby	Christine Murphy	Mac Redmond		
<b>Staff</b>	Kathy Bresett	Robin Page				
<b>Recorder</b>	Laurie Minielly					
<b>Regrets:</b>	Sue Sutherland					
<b>Guests:</b>	Vicki Smye, Krista McCann					

Item #	Agenda Item	Discussion Highlights
1.0	Call to Order	<ul style="list-style-type: none"> <li>Vicki Smye provided harm reduction training prior to the Board meeting. She engaged the Board in discussion on harm reduction noting all life activities carry risk and elimination of drug use is not necessarily attainable or desirable. She also noted that we need to address the cause of the cause. Vicki left the meeting at 6:45 PM.</li> <li>Mac called the meeting to order at 6:50 PM. Mac welcomed Krista McCann who attended as a potential board member.</li> <li>Approval of Agenda and Consent Agenda Items. Addition to Agenda:</li> <li>Declaration of Conflict of Interest. There was no declaration of conflict of interest.</li> <li>Quorum Status. Quorum was met according to the by-laws.</li> </ul>
<b>Action:</b>		<b>Assigned to:</b>
		<b>Target Date:</b>

Item #	Agenda Item	Discussion Highlights
2.0	Approval of Agenda	
<b>Motion Carried:</b> That the Board approves the agenda, including the consent agenda, as presented.		<b>Motion Made By:</b> Gus Mumby
		<b>Motion Seconded By:</b> Bill Davidson
<b>Motion Carried: The Board of Directors approves</b>		<b>Motion Made By:</b>
		<b>Motion Seconded by:</b>

<p><b>the consent agenda items:</b></p> <p>3.1 Minutes of Board of Directors meeting of March 28, 2017 meeting;</p> <p>3.2 Minutes of Quality Performance Committee meeting of April 18, 2017;</p> <p>3.3 Minutes of Executive Committee meeting of April 18, 2017</p> <p>3.4 Minutes of Resources Committee meeting of April 18, 2017</p>	<p><b>Jane Joris</b></p>	<p><b>Bill Davidson</b></p>
<p>Questions from the Quality Performance minutes: what is the purpose of the afterschool program. The purpose is to promote healthy eating &amp; exercise for grades 1-8. Youth leaders and leaders are funded to run the program. The program runs three days per week at five sites. We are asking for an increase in funding because there's only minimal staffing and we are asking for an administrative support and more support to accommodate kids with behavioural issues.</p> <p>Client policies will be reviewed in May.</p> <p>Why does the LHIN want to know our complaint process? Kathy said this came out of the auditor general report.</p> <p>What is third next appointment? Kathy said this is a HQO standard for access. Information will be provided at a future board meeting.</p> <p>KP primary care system. Kathy said this will impact us as we do provide primary care at KP. We will wait to see how this rolls out.</p> <p>What does EQUIP mean? Kathy noted this was a 5- year research project. A media release will take place. 91% of our clients who participated in the study were happy with our care and the care we delivered helped them with their health.</p>		

Item #	Agenda Item	Discussion Highlights
4.0	<b>Business Arising from the Minutes</b>	
4.1	<u>CCA Celebration</u>	The Centre is chartering the Duc d'Orleans II on Friday, July 7, 2017 for accreditation celebration. More details to follow.

Item #	Agenda Item	Discussion Highlights
4.0	<b>Business Arising from the Minutes</b>	
4.2	<u>Proposed Governance Committee Mandate</u>	This was included for review along with the revised Executive Committee Mandate. This was moved to item 6.2.

Item #	Agenda Item	Discussion Highlights
4.0	<b>Business Arising from the Minutes</b>	
4.3	<u>CCA Agreement</u>	
<b>Motion Carried:</b> That the Board agrees to sign the new CCA Agreement.		<b>Motion Made By:</b> Jane Joris
		<b>Motion Seconded By:</b> Stewart Burberry

Item #	Agenda Item	Discussion Highlights
4.0	<b>Business Arising from the Minutes</b>	
4.4	<u>Risk Management Report</u> This was included for information only. Kathy also circulated the list of legislation with which we are required to comply.	

Item #	Agenda Item	Discussion Highlights
4.0	<b>Business Arising from the Minutes</b>	
4.5	<u>Occupational Health &amp; Safety Report</u> This was included for information only.	

Item #	Agenda Item	Discussion Highlights
5.0	<b>Report from Executive Director</b> <ul style="list-style-type: none"> <li>Kathy provided an update from the recent ED meetings: <ul style="list-style-type: none"> <li>Rebranding our sector as “Comprehensive Primary Care” instead of “Model of Health and Wellbeing”.</li> <li>Provincial Auditor General has been visiting CHCs</li> <li>June 21<sup>st</sup> is the date of transition for our CCAC to join ESC LHIN. There will be a HealthLink in each sub-region</li> <li>CCAC presented new models of care: e-shift available in home; telemed in the home for rehab</li> </ul> </li> </ul>	
5.1	<u>Operational Plan</u> Kathy circulated and reviewed an update of the operational plan. She noted that we have retained someone to review our policies with an equity lens, beginning with our HR policies. The operational plan will be brought annually for information.	
<b>Motion Carried:</b> That the Board approves the Executive Director report as presented.		<b>Motion Made By:</b> Bill Davidson
		<b>Motion Seconded By:</b> Jane Joris
<b>Action:</b>		<b>Assigned to:</b>
		<b>Target Date:</b>

Item #	Agenda Item	Discussion Highlights	
6.0	<b>Board Development</b>		
6.1	<p><u>Proposed Governance Committee Mandate</u>  This was included for review along with the revised Executive Committee Mandate. It was noted that this is a common format for health care organizations and provides one committee who is focused on governance. The Executive Committee would be responsible solely for the performance review for the ED, external communications or an emergency issue. Christine said that BWH has volunteer members on their Quality &amp; Resources Committee who are voting members but are not Board members. A volunteer member is also a training ground for future Board members. The Board also discussed this option. At Bluewater Health, the Governance Committee consists of Board members; the other committees could have volunteer members.</p>		
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>
<b>Motion Carried:</b> That the Board approves the creation of a new Governance Committee.		<b>Motion Made By:</b> Gus Mumby	<b>Motion Seconded By:</b> Jane Joris
<b>Motion Carried:</b> That the Board approves the Governance Mandate and the Executive Mandate as presented.		<b>Motion Made By:</b> Marja George	<b>Motion Seconded By:</b> Bill Davidson

Item #	Agenda Item	Discussion Highlights
7.0	<b>Quality Improvement</b>	
	There were no items for Quality Improvement.	

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

Item #	Agenda Item	Discussion Highlights
9.0	<b>Round Table</b>	
	Christine – thanked everyone for the cards Krista – thanks Stewart – excellent lunch and program this afternoon Carrie – the Hub grand opening is next Friday, May 5 <sup>th</sup> – 2:00 – 4:00 PM at St. Luke’s Church	

Item #	Agenda Item	Discussion Highlights
10.0	<b>In-Camera Business</b>	

<b>10.1</b>	Board of Directors In-Camera Minutes March 28, 2017	
<b>10.2</b>	Personnel Issue	
<b>Motion Carried: That the Board go in-camera to approve the minutes as listed and discuss a personnel issue.</b>	<b>Motion Made By:</b> Jean Dorey	<b>Seconded by:</b> Pam Atkinson
The Board was in camera at 7:50 PM		
<b>Motion Carried: That the Board arise from in-camera and the Chair rise and report.</b>	<b>Motion Made By:</b> Marja George	<b>Seconded by:</b> Jean Dorey
The Board was in open session at 7:52. The Chair noted that the minutes, as listed, were approved and a personnel issue was discussed and there is nothing further to report.		

<b>Action Item</b>	

<b>Agenda Item #</b>	<b>Discussion Highlights:</b>
Adjournment	
<b>Motion Carried: That the meeting be adjourned.</b>	<b>Motion Made By:</b>
Meeting adjourned at 7:52 PM.	

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Mac Redmond, Chair

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Laurie Minielly, Recorder

<b>Next Board Meeting</b>	<b>Tuesday, May 30, 2017 6:00 PM – 8:00 PM Crozier Hall - Forest</b>
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