

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

**Tuesday, March 28, 2017
6:00 PM – 8:00 PM
Crozier Hall - Forest**

Attendees:	Stewart Burberry	Bill Davidson	Marja George	Jane Joris	Gus Mumby	Christine Murphy
	Mac Redmond					
Staff	Kathy Bresett					
Recorder	Laurie Minielly					
Regrets:	Pam Atkinson	Jean Dorey	Carrie McEachran	Sue Sutherland	Robin Page	
Guests:						

Item #	Agenda Item	Discussion Highlights
1.0	Call to Order	<ul style="list-style-type: none"> • Mac called the meeting to order at 6:00 PM. • Approval of Agenda and Consent Agenda Items. Addition to Agenda: • Declaration of Conflict of Interest. There was no declaration of conflict of interest. • Quorum Status. Quorum was met according to the by-laws.
Action:		Assigned to:
		Target Date:

Item #	Agenda Item	Discussion Highlights
2.0	Approval of Agenda	
Motion Carried: That the Board approves the agenda, including the consent agenda, as presented.		Motion Made By: Gus Mumby
		Motion Seconded By: Stewart Burberry
Motion Carried: The Board of Directors approves the consent agenda items:		
3.1	Minutes of Board of Directors meeting of February 28, 2017 meeting;	
3.2	Minutes of Quality Performance Committee meeting of March 21, 2017;	
3.3	Minutes of Executive Committee meeting of March 21, 2017	
3.4	Minutes of the Resources Committee meeting of March	

21, 2017		
<p>The QI Plan was removed for further discussion.</p> <p>From the Quality Performance Committee minutes, there was clarification on the CCAC Partnership. Kathy noted that CCAC will be on-site ½ day per week at North and West Lambton sites to be able to discuss mutual client needs with our providers. This is a province-wide initiative. Members discussed the benefits of having them on-site.</p> <p>Access Alliance Project – Kathy will provide further information as the project unfolds.</p> <p>Hospice Homeless Proposal. Kathy said we're still waiting for more details and will bring back next month.</p>		

Marja arrived at 6:12 PM during discussion of CCAC Partnership.

Item #	Agenda Item	Discussion Highlights
4.0	Business Arising from the Minutes	
4.1	<u>QI Plan</u>	Kathy noted that some minor changes were suggested to the narrative which she reviewed with the Board. She also provided an explanation on some of the terms which were used i.e. open access, most responsible provider. There was discussion on open access and Kathy suggested to have Dr. Burgel and Leah talk to the Board about the benefits of open access and how it is working for the providers at a future Board meeting.
Motion Carried: That the Board approves the QI Plan as amended.		Motion Made By: Jane Joris
		Motion Seconded By: Bill Davidson

Item #	Agenda Item	Discussion Highlights
4.0	Business Arising from the Minutes	
4.2	<u>In-Camera Meeting Review</u>	This was included for information.

Item #	Agenda Item	Discussion Highlights
4.0	Business Arising from the Minutes	
4.3	<u>Insurance Report</u>	This was included for information.

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5.0	Report from Executive Director		
	<ul style="list-style-type: none"> Operational Plan will be deferred to April. Kathy noted that the Team Leads will be looking through the reports that will be available and how to pull the data to avoid duplication. Kathy provided an informative update on the HealthLink including the tool which will be used to extract data. We also had a long-term employee who retired today. Kathy has been invited to participate with the County on a new Rural Transportation Committee. 		
Motion Carried: That the Board approves the Executive Director report as presented.		Motion Made By: Gus Mumby	Motion Seconded By: Bill Davidson
Action:		Assigned to:	Target Date:

Item #	Agenda Item	Discussion Highlights
6.0	Board Development	
	There were no items for Board Development.	
Action:		Assigned to:
		Target Date:

Item #	Agenda Item	Discussion Highlights
7.0	Quality Improvement	
	There were no items for Quality Improvement	

Item #	Agenda Item	Discussion Highlights
8.0	New Business	
8.1	<u>Accreditation Report and Next Steps</u>	The final accreditation report was included for review. Kathy said we have purchased extra certificates and signage and the next step would be to communicate our success via press release. Kathy received an agreement for the next round that we would be agreeable to be accredited in 2021. Kathy also noted that CCA has a First Nation leader on their team.
Action:		Assigned to:
		Target Date:

Item #	Agenda Item	Discussion Highlights
8.0	New Business	
8.2	<u>Health Equity</u>	Kathy noted that we have some work to do in health equity. One of goals was to look at a health equity framework. She circulated the AOHC Health Equity Charter which we have signed. She also circulated the Health Equity booklet from Health Quality Ontario. Part of our requirement of the QI Plan was to review health equity and what we are doing. Developing the Health Equity framework

	will help us to measure our progress, including work we are already doing and for which we are not receiving credit. Kathy noted there is an EQUIP presentation on April 6 th at North Lambton. The Board is welcome to attend.	
Action:	Assigned to:	Target Date:

Item #	Agenda Item	Discussion Highlights
8.0	New Business	
8.3	<u>AOHC Conference</u>	The list of sessions was emailed to the Board for review. The conference is June 7 th and 8 th .
Action:	Assigned to:	Target Date:

Item #	Agenda Item	Discussion Highlights
9.0	Round Table	
		Laurie – mileage forms are available; please submit to Robin by March 31 st Kathy – Sheila MacKinnon is a new Board member for LHIN Mac – Board member recruitment. Kathy spoke with someone but she has decided to stay retired and declined the opportunity. Mac also spoke with someone who also declined. Mac said we are looking for three Board members: two for North and one for West.

Item #	Agenda Item	Discussion Highlights	
10.0	In-Camera Business		
10.1	Personnel Issue		
10.2	Board of Directors In-Camera Minutes January 31, 2017		
10.3	Resources Committee In-Camera Minutes March 21, 2017		
	Motion Carried: That the Board go in-camera to discuss a personnel issue and approve the minutes as listed.	Motion Made By: Marja George	Seconded by: Jane Jris
	The Board was in camera at 7:40 PM		
	Motion Carried: That the Board arise from in-camera and the Chair rise and report.	Motion Made By: Marja George	Seconded by: Gus Mumby
	The Board was in open session at 7:43. The Chair noted that a personnel issue was discussed and the minutes, as listed, were approved.		

Action Item	

Agenda Item #	Discussion Highlights:	
Adjournment		
Motion Carried: That the meeting be adjourned.		Motion Made By: Gus Mumby
Meeting adjourned at 7:45 PM.		

Mac Redmond, Chair

Laurie Minielly, Recorder

Next Board Meeting	Tuesday, April 25, 2017 6:00 PM – 8:00 PM Crozier Hall - Forest
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