

North Lambton Community Health Centre
Board of Director Minutes

Tuesday, January 28, 2020
5:30 PM – 7:30 PM
Crozier Hall - Forest

Attendees:	Stewart Burberry	Carol Columbus	Bill Davidson	Jean Dorey		Jane Joris
	Nicci McCann	Carrie McEachran	Gus Mumby	Mac Redmond	Ann Tuplin	Lori Veroude
Staff	Kathy Bresett	Robin Page				
Recorder	Laurie Minielly					
Regrets:	Marja George					
Guests:	Andrew Thomas, Rebound					

Item #	Agenda Item	Discussion Highlights	
1.0 1.1 1.2	Call to Order	<ul style="list-style-type: none"> Jane called the meeting to order at 5:30 PM. Quorum Status. Quorum was met according to the by-laws. 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. 	
1.3		<ul style="list-style-type: none"> Declaration of Conflict of Interest. There was no declaration of conflict of interest. 	
1.4		<ul style="list-style-type: none"> Approval of Agenda. Addition to Agenda: 4.2 Board Liaison Webinar Update; 4.3 Board Governance Suggestion; 7.5 ONCA Update; 7.6 Board Member Resignation 	
Action:		Assigned to:	
Motion Carried: That the Board approves the agenda, as amended.		Motion Made By: Gus Mumby	
		Target Date:	
		Motion Seconded By: Bill Davidson	

Item #	Agenda Item	Discussion Highlights
2.0	Minutes of Previous Meetings	

2.1 Motion Carried: That the Board of Directors minutes November 26, 2019 are approved as presented.	Motion Made By: Gus Mumby	Motion Seconded By: Mac Redmond
2.2 Motion Carried: That the Executive Committee minutes of November 26, 2019 are approved as presented.	Motion Made By: Gus Mumby	Motion Seconded By: Mac Redmond
2.3 Motion Carried: That the Executive Committee minutes of January 7, 2020 are approved as presented.	Motion Made By: Mac Redmond	Motion Seconded By: Nicci McCann

2.4 Business Arising from the Minutes		
Motion Carried: That the Board accepts the Executive Committee Membership and Mandate as presented.	Motion Made By; Gus Mumby	Motion Seconded By: Mac Redmond
Motion Carried. That the Board accepts the Executive Committee Work Plan as presented.	Motion Made By: Mac Redmond	Motion Seconded By: Nicci McCann
Motion Carried. That the Board approves the Executive Director to sign the lease for West Lambton for five years.	Motion Made By: Nicci McCann	Motion Seconded By: Carrie McEachran
Kathy noted that we will extend the lease under the previous conditions. This will secure us for another five years beginning April 30, 2021 at the same lease rate. We did receive a grant to do the floors at West, the landlord offered to paint the building as part of the lease arrangement.		

Item #	Agenda Item	Discussion Highlights
3.0	Report from Executive Director	
	Kathy reviewed highlights:	
	<ul style="list-style-type: none"> - Alliance for Healthier Communities noted that surpluses from one year are being cut from base budgets for the following year. If you have had a consistent panel that hasn't moved and there is no explanation, primary care resources could be cut. - There are Alliance Executive Leadership meetings February 19th and 20th in Toronto regarding OHTs that Kathy is attending. - West Lambton flooring project started January 20th. It is being done in five sections. This is an estimated 6-week project. One employee asked to be relocated to North for health reasons. - We submitted a request to the LHIN in February 2019 to reallocate \$50K from the physician line to Nurse Practitioner. We are still waiting for approval. - We had put in a surplus request for Watford for equipment, but we haven't received notice yet. - We are a transfer payment agency for Rapids FHT & Community Paramedicine for surge funding. - Kathy has met with Doug George, the new Health Director for Kettle Point. They have established that they will have monthly meetings. She asked Doug if they would participate with us in some activities for our 25th Anniversary this year and he was agreeable. - Data hacking event in early December. Our external provider was hacked. No data was 	

compromised.

- Health Links funding is ending March 31st. Kathy has been co-chair of the Steering Committee for 7 years. Some of the successes include: Relationships and partnerships developed the foundation for OHT work; Patient identification from 20+ partners including the social service sector; Regular case manager meeting established, increased awareness of community supports, collaborative opportunities identified; Integrated position between Health Links and Bluewater Health; 431 Coordinated Care Plans developed for individuals across Sarnia-Lambton; Integration of Clinical Care Coordinators into primary care with designated support for the most vulnerable and complex. We will wait until the new Health Team committee is structured.
- Corona Virus update. There are updates coming from the Alliance and Lambton Public Health. We are doing screening here at reception. If patients fail any of the four questions, they are to immediately go to BWH who are better equipped for further testing.

Action:	Assigned to:	Target Date:
3.1	<p><u>OHT Discussion.</u> Kathy said there was a Board evening on December 17th with the SL OHT. The self-assessment has been submitted and we are waiting for a response due in March. The Steering Committee and four working groups are meeting. There is a trust session January 29th at BWH for all members of the working groups. Kathy and Jane did a presentation to the staff on the OHT.</p>	
3.2	<p><u>CCA Presentation.</u> Kathy provided a presentation on Canadian Centre for Accreditation (CCA). Our accreditation is scheduled for October 20 – 22, 2020.</p>	
3.3	<p><u>AIDS Bureau / Hepatitis C Funding</u> Kathy noted that we need to approve the AIDS Bureau / Hepatitis C Funding. This is due in February. We will have the Harm Reduction Team come to a future Board meeting for an update. The budget is in the amount of \$100,000 for the AIDS and \$250,000 for Hepatitis C. Kathy noted that we are also working with the Sarnia Jail and providing counselling there once per week. We are working with the John Howard Society.</p>	
<p>Motion Carried: That the Board approves the AIDS Bureau / Hepatitis C budget.</p>	<p>Motion Made By: Gus Mumby</p>	<p>Motion Seconded By: Stewart Burberry</p>
<p>Motion Carried: That the Board approves the Executive Director report as presented.</p>	<p>Motion Made By: Mac Redmond</p>	<p>Motion Seconded By: Gus Mumby</p>

Item #	Agenda Item	Discussion Highlights
4.0	Board Development	
4.1	<p><u>Self-Reflection Exercise Follow-up.</u> Mac reviewed the results of the self-reflection exercise with the Board.</p>	
Action:	Assigned to:	Target Date:

Item #	Agenda Item	Discussion Highlights
4.0	Board Development	
4.2	<u>Board Liaison Webinar Update</u>	<p>Kathy said the webinar talked about the Health Equity Charter and revising the Charter. She circulated the Health Equity Charter from the Alliance and our Health Equity Framework. She noted that there needs to be further discussions regarding First Nations and their health care needs in our system. This will be added to our February Board meeting for further discussion. Other items discussed include:</p> <ul style="list-style-type: none"> • There's a new portal coming for the Alliance website for patients. • Members Rights and Responsibilities were reviewed. • Conference is June 10 & 11 in Richmond Hill. The AGM is June 9th. • The Alliance is working on inclusive leadership governance modules. • The next Board liaison webinar is in April.
Action:		Assigned to:
		Target Date:

Item #	Agenda Item	Discussion Highlights
4.0	Board Development	
4.3	<u>Board Governance Suggestion.</u>	<p>Kathy said this would be a good time to refresh the role of governance. We could bring someone in to lead a session. All agreed this would be good. It was suggested to hold it on March 10th.</p>
Action:		Assigned to:
		Target Date:

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

Item #	Agenda Item	Discussion Highlights
6.0	Risk Management	
		There were no items for Quality Improvement.
Action:		Assigned to:
		Target Date:

Item #	Agenda Item	Discussion Highlights
7.0	New Business	

7.1	<u>Alliance Call for Board of Directors.</u> This was included for information. The deadline for nominations is February 13, 2020.		
Action:	Assigned to:	Target Date:	

Item #	Agenda Item	Discussion Highlights	
7.0	New Business		
7.2	<u>OH&S Policy 10.0: Workplace Violence and Workplace Harassment.</u> This policy was included for review. This policy is to be reviewed annually.		
Action:	Assigned to:	Target Date:	
Motion Carried: That the Board approves OH&S Policy 10.0: Workplace Violence and Workplace Harassment as presented.		Motion Made By: Mac Redmond	Motion Seconded By: Nicci McCann

Item #	Agenda Item	Discussion Highlights	
7.0	New Business		
7.3	<u>February Board Meeting Time.</u> Kathy noted that there is an OHT steering Committee meeting the same day as the Board meeting from 4:30 PM – 6:30 PM that involves her and Jane. It was suggested to have the Board meeting at 7:00 PM at Cardiac Rehab site. March 10 th – special board meeting for governance training April – regular meeting schedule May – regular meeting schedule June – Board Meeting on 9 th , AGM on 16 th and Alliance Conference.		
Action:	Assigned to:	Target Date:	

Item #	Agenda Item	Discussion Highlights	
7.0	New Business		
7.4	<u>Alliance Call for Resolutions.</u> This was included for information.		
Action:	Assigned to:	Target Date:	

Item #	Agenda Item	Discussion Highlights	
7.0	New Business		

7.5	<u>ONCA Update</u> Jane said she received an email noting ONCA will not be updated in 2020. There will be notice received before it happens.	
Action:	Assigned to:	Target Date:

Item #	Agenda Item	Discussion Highlights
7.0	New Business	
7.6	<u>Board Member Resignation.</u> Jane said she received a resignation letter from Carrie. For personal reasons, Carrie is leaving the Board. Jane thanked Carrie for her time and contribution to the Board. Carrie brought Andrew Thomas from Rebound as he might be interested in joining the Board.	
Action:	Assigned to:	Target Date:
Motion Carried: That the Board accepts, with regret, Carrie McEachran's resignation.	Motion Made By: Jean Dorey	Motion Seconded By: Gus Mumby

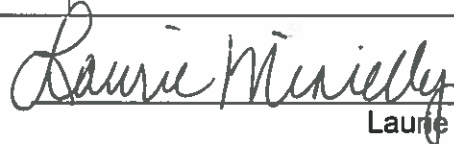
Item #	Agenda Item	Discussion Highlights
7.0	Round Table	
	Carol – passed the ICS training. Kathy – circulated calendars that were produced at the Centre Carrie – Rebound has a new County co-ordinator who has been coming out for Forest. We are meeting with Bel and her team for programs to enhance services in the area.	

Andrew left the meeting at 6:35 PM.

Item #	Agenda Item	Discussion Highlights
8.0	In-Camera Business	
8.1	Board of Directors In-Camera Meeting Minutes November 26, 2019	
8.2	Property Issue	
8.3	Personnel Issue	
Action:	Assigned to:	Target Date:
Motion Carried: That the Board go in-camera to approve the minutes as listed, discuss as property issue and a personnel issue.	Motion Made By: Gus Mumby	Seconded by: Jean Dorey
The Board was in-camera at 6:35 PM.		
Motion Carried: That the Board arise from in-camera and that the Chair rise and report.	Motion Made By: Jean Dorey	Seconded by: Ann Tuplin
The Board was in open session at 6:40 PM. The Chair noted the minutes as listed were approved and a property issue was discussed and there is nothing to report.		

Agenda Item #10.0	
Adjournment	
Motion Carried: That the meeting be adjourned.	Motion Made By: Jean Dorey
Meeting adjourned at 6:40 PM.	

Jane Joris, Chair



Laurie Minielly, Recorder

Next Board Meeting	Tuesday, February 25, 2020 at 7:00 PM Cardiac Rehab - Sarnia
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