

North Lambton Community Health Centre
Board of Director Minutes

Tuesday, September 22, 2020
5:30 PM – 7:30 PM
Via Zoom

Attendees:	Carol Columbus	Stewart Burberry	Bill Davidson	Khalida Finley	Marja George	Jackie Hickey
	Jane Joris	Nicci McCann	Mac Redmond	Ann Tuplin	Andrew Thomas	
Staff	Kathy Bresett	Robin Page				
Recorder	Laurie Minielly					
Regrets:						
Guests:						

Item #	Agenda Item	Discussion Highlights
1.0	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. Declaration of Conflict of Interest. There was no declaration of conflict of interest. Approval of Agenda. Addition to Agenda: Item 7.4 Volunteer Application for QPC
Action:		Assigned to:
Motion Carried: That the Board approves the agenda, as amended.		Motion Made By: Nicci McCann
		Target Date:
		Motion Seconded By: Ann Tuplin

Item #	Agenda Item	Discussion Highlights
2.0	Minutes of Previous Meetings	
2.1	Motion Carried: That the Board of Directors minutes	Motion Made By:
		Motion Seconded By:

August 24, 2020 are approved as presented.	Ann Tuplin	Carol Columbus
2.2 Motion Carried: That the Quality Performance Committee minutes of September 8, 2020 are approved as presented.	Motion Made By: Khalida Finley	Motion Seconded By: Nicci McCann
2.3 Motion Carried: That the Governance Committee minutes of September 8 2020 are approved as amended.	Motion Made By: Bill Davidson	Motion Seconded By: Mac Redmond
2.4 Motion Carried: That the Resources Committee minutes of September 8, 2020 are approved as amended.	Motion Made By: Carol Columbus	Motion Seconded By: Marja George

2.4 Business Arising from the Minutes

Motion Carried: That the Board approves the Quality Performance Committee Membership and Mandate as presented.	Motion Made By: Ann Tuplin	Motion Seconded By: Andrew Thomas
Motion Carried: That the Board approves the Quality Performance Committee Chair Job Description as amended.	Motion Made By: Bill Davidson	Motion Seconded By: Andrew Thomas
Motion Carried: That the Board approves the Quality Performance Committee 2020-2021 Work Plan as presented.	Motion Made By: Jackie Hickey	Motion Seconded By: Bill Davidson
Motion Carried: That the Board approves the Governance Committee Membership and Mandate as presented.	Motion Made By: Nicci McCann	Motion Seconded By: Mac Redmond
Motion Carried: That the Board approves the Governance Committee 2020-2021 Work Plan as presented.	Motion Made By: Bill Davidson	Motion Seconded By: Nicci McCann
Motion Carried: That the Board approves the President, Vice President, Secretary/Treasurer, Director and Chair of Governance job descriptions as presented.	Motion Made By: Mac Redmond	Motion Seconded By: Jackie Hickey
Motion Carried: That the Board approves the Resources Committee Chair Membership and Mandate as presented.	Motion Made By: Carol Columbus	Motion Seconded By: Marja George
Motion Carried: That the Board approves the Resources Committee 2020-2021 Work Plan as presented.		
Motion Carried: That the Board approves the Resources Committee Chair Job Description as presented.		

Item #	Agenda Item	Discussion Highlights	
3.0	Report from Executive Director		
	Kathy reviewed the ED Report noting some highlights:		
	<ul style="list-style-type: none"> • Provided an update on the OHT. There was a call today with the Ministry to review and ask questions on our submission. They will prepare a report, and this will be submitted along with our application. • We received \$76,676 from CIRF for capital improvements. This is for lighting at the West Lambton site and washroom remediation at North. • In preparation for the fall flu season and COVID, we have been working with our partners in the health system to discuss to how to work together to utilize our collective resources and ensure the local emergency departments do not get overwhelmed. Planning is underway for respiratory clinics. Lambton Public Health is working with the school boards to offer testing clinics throughout Sarnia-Lambton for children with symptoms. We are assisting Central Lambton FH with a clinic proposed to open November 1st in Wyoming. We will be sending staff to help in the clinic. Jane noted that pharmacies will also be doing asymptomatic testing. There was discussion on the testing centres, and stresses on the health system. • Kettle & Stony Point Health Services (KSPHS) is working with Twin Bridges Nurse Practitioner Led Clinic (TBNPLC) and a NP. Marja provided background on the Nurse Practitioner position at Kettle Point. The NP will be an employee of TBNPC but will work at KSPHS. Kathy also talked to Doug George about a respiratory clinic. 		
Action:		Assigned to:	Target Date:
Motion Carried: That the Board approves the Executive Director report as presented.		Motion Made By: Stewart Burberry	Motion Seconded By: Ann Tuplin

Stewart joined at 5:47 PM.

Item #	Agenda Item	Discussion Highlights	
4.0	Board Development		
	There were no items for Board Development		
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
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5.0	Risk Management
	There were no items for New Business.
Action:	Assigned to: Target Date:

Item #	Agenda Item	Discussion Highlights
7.0	New Business	
7.1	<u>Accreditation Prep</u>	Kathy said we have a meeting on Friday with CCA to discuss the process. Accreditation this time will be completed virtually. The Board started with reviewing the interview questions.
Action:	Assigned to:	Target Date:

Item #	Agenda Item	Discussion Highlights
7.0	New Business	
7.2	<u>In-Person / Virtual Meetings</u>	The Committee meetings were confusing in September between in-person and virtual. All agreed that we will continue with Zoom for both Board and committee meetings and discuss later this year about in-person meetings.
Action:	Assigned to:	Target Date:

Item #	Agenda Item	Discussion Highlights
7.0	New Business	
7.3	<u>Executive Committee Meeting Schedule.</u>	The Executive Committee will meet in October to develop the Board work plan. Laurie will send a Doodle poll to determine dates.
Action:	Assigned to:	Target Date:

Item #	Agenda Item	Discussion Highlights
7.0	New Business	
7.4	<u>Volunteer Committee Member – Quality Performance Committee.</u>	We posted a notice on our Facebook page asking for interested volunteers for the Quality Performance Committee. We received interest from someone who is a current West Lambton Volunteer. The documentation will come to the next Governance Committee meeting.
Action:	Assigned to:	Target Date:

