

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

**Tuesday, May 30, 2017  
6:00 PM – 8:00 PM  
Crozier Hall - Forest**

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

Item #	Agenda Item	Discussion Highlights	
1.0	<b>Call to Order</b>	<ul style="list-style-type: none"> <li>Mac called the meeting to order at 6:00 PM. Sue joined by teleconference. Mac introduced Lori Veroude as a potential Board member representing the North Lambton catchment area.</li> <li>Approval of Agenda and Consent Agenda Items. Addition to Agenda: Item 8.5 Add Volunteer to Standing Committees; Move 4, motion to accept Krista McCann, to beginning of agenda; Collapse 10.3 and 10.4</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>
<b>Motion Carried:</b> That the Board approves Krista (Nicci) McCann to complete the term of Barb Frayne, ending in June 2019.		<b>Motion Made By:</b> Stewart Burberry	<b>Motion Seconded By:</b> Bill Davidson

Item #	Agenda Item	Discussion Highlights	
2.0	<b>Approval of Agenda</b>		
<b>Motion Carried:</b> That the Board approves the agenda, including the consent agenda, as amended.		<b>Motion Made By:</b> Gus Mumby	<b>Motion Seconded By:</b> Pam Atkinson
<b>Motion Carried: The Board of Directors approves the consent agenda items:</b> 3.1 Minutes of Board of Directors meeting of April 25, 2017 meeting;		<b>Motion Made By:</b> Gus Mumby	<b>Motion Seconded by:</b> Pam Atkinson

3.2	Minutes of Quality Performance Committee meeting of May 16, 2017;		
3.3	Minutes of Executive Committee meeting of May 16, 2017		
3.4	Minutes of Resources Committee meeting of May 16, 2017		

Item #	Agenda Item	Discussion Highlights	
4.0	<b>Business Arising from the Minutes</b>		
4.1	<u>Client Policies</u>	It was noted the change in wording from “Clinical” to “Client” Policies in the motion. Questions were answered with respect to the review process and if accreditation standards will still be met with these changes.	
<b>Motion Carried:</b> That the Board approves the summary of the Client Policy changes as presented.		<b>Motion Made By:</b> Bill Davidson	<b>Motion Seconded By:</b> Pam Atkinson

Item #	Agenda Item	Discussion Highlights	
4.0	<b>Business Arising from the Minutes</b>		
4.2	<u>Summary of By-law Changes</u>	We will confirm if the Board has the right to add volunteers to Committees. Gus investigated the term of “Director” in Voluntary Dissolution of the Corporation. Kathy noted that the wording for the Voluntary Dissolution article was suggested by the Canadian Centre for Accreditation.	
<b>Motion Carried:</b> That the Board adopts the proposed By-law changes and recommends referral to the members at the Annual General Meeting.		<b>Motion Made By:</b> Gus Mumby	<b>Motion Seconded By:</b> Bill Davidson

Item #	Agenda Item	Discussion Highlights	
4.0	<b>Business Arising from the Minutes</b>		
4.3	<u>Board Member Applications</u>	This was moved to the beginning of the meeting. Mac noted that he is still working on a candidate for West, if anyone has ideas, let him know.	
<b>Motion Carried:</b> That the Board approves Krista (Nicci) McCann to complete the term of Barb Frayne, ending in June 2019.		<b>Motion Made By:</b>	<b>Motion Seconded By:</b>

Item #	Agenda Item	Discussion Highlights	
4.0	<b>Business Arising from the Minutes</b>		
4.4	<u>Summary of GAC Meeting</u>	This was included for information only.	

Item #	Agenda Item	Discussion Highlights
4.0	<b>Business Arising from the Minutes</b>	
4.5	<u>Board Self-Evaluation Summary</u>	This was included for information and discussion. Mac reviewed the summary with the Board. It was suggested to refer the summary to the Executive Committee for further review.

Item #	Agenda Item	Discussion Highlights
4.0	<b>Business Arising from the Minutes</b>	
4.6	<u>Communications and Community Engagement Plan</u>	This was included for information only. Mac noted that staff were looking for input from the Board for items that could be added.

Item #	Agenda Item	Discussion Highlights
4.0	<b>Business Arising from the Minutes</b>	
4.7	<u>Q4 Financial</u>	This was included for information only. Robin reviewed the highlights of the unaudited Q4 financial statements. The audited statements will be available at the June Resources meeting.

Item #	Agenda Item	Discussion Highlights
5.0	<b>Report from Executive Director</b>	<ul style="list-style-type: none"> <li>Kathy noted that we are sending an NP each Tuesday to the Hub to do same day urgent care; we also have an NP at the Inn of the Good Shepherd each Monday morning.</li> <li>The AOHC has developed four modules for an Inclusive Leadership project. The modules are approximately 25 minutes in length. They are looking for Board members to review the content of the online modules and provide feedback. If you are interested in reviewing any of the four modules, let Kathy know by June 5<sup>th</sup>; responses are due to the AOHC by June 15<sup>th</sup>. Gus noted that he is interested in reviewing Module #1.</li> <li>There is a workshop being held on June 14<sup>th</sup> in partnership with Rainbow Health</li> <li>Mandate letter from the Health Minister to our LHIN highlights health equity and notes primary care is “the foundation of the health care system”</li> <li>CCAC is being integrated and care co-ordinators are coming to primary care offices. They are on-site now at our facilities.</li> <li>Introduction of LHIN sub-regions will mean implicit change for health links. Kathy will be attending a meeting in June.</li> <li>LHIN/CCAC integration is under way. Waterloo/Wellington happened May 17<sup>th</sup>.</li> <li>Kathy also updated about the OTN walk-in clinics – there are 3 in Sarnia; one in Watford and one is anticipated in Forest. Physicians are expressing concern about the standard of care being received; there is no collaboration or sharing of the medical records.</li> </ul>
<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> Gus Mumby
<b>Action:</b>		<b>Assigned to:</b>
		<b>Target Date:</b>

Sue left the meeting at 7:00 PM during the Report from the ED.

Item #	Agenda Item	Discussion Highlights
6.0	<b>Board Development</b>	
6.1	<u>Education Session: Seniors Aging Together</u> Jean provided a summary of the Seniors Aging Together workshop she attended recently to identify seniors at risk in the community and services that are available in Lambton County. Jean reviewed a case conference that was presented along with an update of the services who had been involved. Kathy noted the health centre is involved in similar situations and our staff and connectors play a valuable role in obtaining required resources.	
<b>Action:</b>		<b>Assigned to:</b>
		<b>Target Date:</b>

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>	
8.1	<u>AOHC Resolutions</u> The resolutions being presented at the AOHC AGM this year were circulated prior to the meeting for review. All agreed with the 3 by-law resolutions which were viewed as housekeeping items. <ul style="list-style-type: none"> <li>• <u>Policy Resolution #1:</u> Financial support for appropriate language interpretation services for refugee clients. Kathy said we would bring in either a company to interpret; family members or sponsors of the refugees to translate. The Board agrees supporting this resolution.</li> <li>• <u>Policy Resolution #2:</u> Resolution on race-based and socio-demographic data. The Board agrees supporting this resolution.</li> <li>• <u>Policy Resolution #3:</u> French Language Services (FSL). The Board agrees in supporting this resolution.</li> <li>• <u>Policy Resolution #4:</u> Indigenous Cultural Safety Training. The Board agrees in supporting this resolution.</li> </ul>	
<b>Action:</b>		<b>Assigned to:</b>
		<b>Target Date:</b>
<b>Motion Carried:</b> That the Board approves our representatives to vote on the AOHC Resolutions as directed.		<b>Motion Made By:</b> Jean Dorey
		<b>Motion Seconded By:</b> Bill Davidson
<b>Motion Carried:</b> That the Board appoints Mac Redmond as our voting representative and Gus Mumby as our Alternate Voting Representative at the AOHC Conference.		<b>Motion Made By:</b> Jean Dorey
		<b>Motion Seconded By:</b> Bill Davidson

Item #	Agenda Item	Discussion Highlights
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<b>8.0</b>	<b>New Business</b>		
<b>8.2</b>	<u>Signed MSAA</u> This was included for information only.		
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>

Item #	Agenda Item	Discussion Highlights	
<b>8.0</b>	<b>New Business</b>		
<b>8.3</b>	<u>LHIN Board Members</u> This was included for information only.		
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>

Item #	Agenda Item	Discussion Highlights	
<b>8.0</b>	<b>New Business</b>		
<b>8.4</b>	<u>AGM Update</u> Kathy noted that the AGM is planned for Thursday, June 29 <sup>th</sup> beginning at 5:00 PM. Original West Lambton Steering Committee Members will be recognized at the AGM. There will be an open house from 2:00 PM – 4:00 PM to recognize the 10 <sup>th</sup> Anniversary of West Lambton.		
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>

Item #	Agenda Item	Discussion Highlights	
<b>8.0</b>	<b>New Business</b>		
<b>8.5</b>	<u>Resolution to add Volunteers on Standing Committees</u> With the addition of the governance committee, it has been suggested to have one volunteer sit on the standing committees. These volunteers would not be required to attend Board meetings. They would be a voting member of the Committee and would be eligible to submit expenses.  Gus / Stewart: That the Board agrees to add one volunteer to each committee for one year. CARRIED.		
<b>Action:</b>		<b>Assigned to:</b>	<b>Target Date:</b>
<b>Motion Carried:</b> That the Board agrees to add one volunteer to each Committee for one year trial period.		<b>Motion Made By:</b> Gus Mumby	<b>Motion Seconded By:</b> Stewart Burberry

Item #	Agenda Item	Discussion Highlights	
<b>9.0</b>	<b>Round Table</b>		
<p>Nikki – happy to be here; good discussions  Laurie – Reminder of the Duc d’Orleans cruise on Friday, July 7<sup>th</sup>.  Kathy – Leah is taking the van to the AOHC; let Laurie know if you would like a ride  - A plant was sent to Gavin Hall  Jean – attended the joint advisory panel meeting at BWH where they discussed a patient advocacy group</p>			

(Patient Experience Partners: PEP) – they develop reactions to trends, voice for change; they also talked about a help program for touching base with patients who have been discharged – they are encouraging this group (AGLP) to touch base with the patient . The mental health situation as it applies to BWH, in-patients surged between April and May. CEEH got 7.5 million to start re-organization. An open house is planned for 6:00 PM on June 6<sup>th</sup>. Bob Derrade, Director of Inpatient Discharge – explained process for discharging. Jean also noted they talked about the age tsunami.

- Meeting at London Conference of United Church of Canada and there was a presentation on the Hub which is located out of St. Luke’s United Church.

Mac – Jane Joris is elected chair of AdvantAge of Ontario.

Lori left the meeting at 7:55 PM.

Item #	Agenda Item	Discussion Highlights
<b>10.0</b>	<b>In-Camera Business</b>	
<b>10.1</b>	Board of Directors In-Camera Minutes April 25, 2017	
<b>10.2</b>	Executive Committee In-Camera Minutes May 16, 2017	
<b>10.3</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: Jean Dorey</b>
		<b>Seconded by: Bill Davidson</b>
The Board was in camera at 7:58 PM		
<b>Motion Carried: That the Board arise from in-camera and the Chair rise and report.</b>		
		<b>Motion Made By: Jean Dorey</b>
		<b>Seconded by: Krista McCann</b>
The Board was in open session at 8:13. The Chair noted that the minutes, as listed, were approved and the Board approved the annual Executive Director Performance Review.		

Agenda Item #	Discussion Highlights:
Adjournment	
<b>Motion Carried: That the meeting be adjourned.</b>	<b>Motion Made By: Jean Dorey</b>
Meeting adjourned at 8:13 PM.	

Mac Redmond, Chair

Laurie Minielly, Recorder

<b>Next Board Meeting</b>	<b>Tuesday, June 27, 2017 at 6:00 PM Crozier Hall - Forest</b>
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