

LANARK RENFREW HEALTH & COMMUNITY SERVICES

BOARD Meeting Minutes – April 25, 2017

Location: NLCHC, Lanark

Present: Nic Maennling (Chair), Tom Baumgartner, Stephen Bird, Jean Dunning, Bill Janes, Noreene Adam, Tracy Zander, Dana Buchanan, Bev Buchanan
Regrets: Jean Knowles, Bob Fletcher, Melanie Mills
Staff: John Jordan, Donna Davidson, Joanne Foster-Komendat (Resource)
Presentation: Language and Speech Program presented by Sarah Sark

1. **Welcome & Introductions**

Nic Maennling welcomed the following applicants for Board and Committee members:
Fay Bennett, Andrea Brett, Kylee Graf, Susan Puderer, Joey Trimm and Geoff Stephen.

2. **Approval of Agenda**

Decision: The agenda was approved with the following additions:

3.1 Rotating Locations for Board Meetings

9.4.2 Indigenous Awareness Training for Board members

2.1. Conflict of Interest – none declared

3. **Approval of Minutes**

3.1. February 28, 2017 Board Minutes

Decision: The minutes for February 28, 2017 were approved as presented.

3.2. March 28, 2017 Executive Committee Minutes

Decision: The Executive Committee approved March 28, 2017 Executive Committee Minutes as presented.

Decision: The Board ratified Executive Committee minutes for March 28, 2017 as presented.

3. **Business Arising from Minutes**

3.1. Rotating Meeting Locations for Board

The Board agreed in principle that Board meetings should be rotated between all three locations (NLCHC, WBCHC and LCP) taking into consideration time of year and weather. It was also noted changing the location would have an impact on prep/setup time, i.e. mini laptops or paper package. It was agreed that more thought and discussion was needed following the AGM and appointment of the Board for 2017-18.

Action: Bring this item back to Board in September for further discussion.

5. **Correspondence** – None at this time

6. **New Business**

6.1. MSAA – Schedule G - Declaration of Compliance

John presented the MSAA –Schedule G –Declaration of compliance form for Board approval for the period April 1, 2016 –March 31, 2017.

Decision: The Board received, reviewed and approved the Chair to sign off the Declaration of Compliance form.

7. Executive Director's Report

John highlighted his report to the Board noting the need to notify the AOHC of our intent to move to PS Suite as an EMR. This is only an indication of our intent and John Opplans to notify in the positive. The Board will have the opportunity to review the new AOHC agreement, costing and make a final decision on this move in the fall.

8. LCP Agency Director's Report

Donna highlighted her report to the Board.

9. Committee Reports

9.1. Finance – no meeting

9.2. Planning & Review

Bill Janes reported on the work of the committee highlighting the following;

- a recent publication “Better Now” by Dr. Danelle Martin who wrote about six big ideas to improve health to Canadians. Bill suggested that Dr. Martin would be a good candidate as a speaker for a future AGM.
- Special thanks and commendation to Kara for her excellent presentations around impending school closures. Noreene Adam also added that she also received great feedback on Kara’s presentations from a friend who happens to be a school board trustee.

9.2.1. Speech & Language Program Presentation Evaluation

Decision: The Board received, reviewed and accepted the Speech & Language Program Presentation Evaluation Checklist.

Decision: The report of the Planning & Review Committee was accepted as presented.

9.3. Governance

Tom reported on the work of the committee.

9.3.1. Retention & Recruitment Letter

Tom presented a letter addressed to Premier Wynne, Hon Eric Hoskins, Hon. Charles Sousa and Hon. Liz Sandals addressing recruitment and retention challenges for Board review and approval.

Decision: The Board received, reviewed and approved the letter addressing recruitment and retention challenges.

9.3.2. Policy 1.08.05 Staff Rights & Responsibilities

Tom presented revisions to policy 1.08.05 Staff Rights & Responsibilities for review and Board approval.

Decision: The Board received, reviewed and approved revisions to policy 1.08.05 Staff Rights & Responsibilities as presented.

9.1.3. Policy 5.01.01 Volunteer Services

Tom presented revisions to policy 5.01.01 Volunteer Services for review and Board approval.

Decision: The Board received, reviewed and approved revisions to policy 5.01.01 Volunteer Services as presented.

9.3.4. Policy 5.01.19 Volunteer Corrective Action & Dismissal

Tom presented revisions to policy 5.01.19 Volunteer Corrective Action & Dismissal for review and Board approval.

Decision: The Board received, reviewed and approved revisions to policy 5.01.19 Volunteer Corrective Action & Dismissal as presented.

Decision: The report of the Governance Committee was accepted as presented.

9.4. Ad-Hoc Accreditation Committee

Nic reported on the work of the committee.

9.4.1. Ad-Hoc Accreditation Committee Terms of Reference

Nic presented the Ad-Hoc Accreditation Committee Terms of Reference for Board approval.

Decision: The Board received, reviewed and approved the Ad-Hoc Accreditation Terms of Reference as presented.

9.4.2 Indigenous Awareness Training for Board Members

John advised that the CHLIN has made available online Indigenous Cultural Safety (ICS) training for staff. This training will be available to Board members with dates of upcoming training to follow. John also noted that indigenous cultural training and services could be a consideration in our strategic planning process.

Action: John agreed to send out more information to the Board for consideration/interest.

9.5. Nominating Sub-Committee (NSC)

Jean reported on the work of the committee noting that interviews have been completed and a slate for the five Board openings will be presented to the Governance Committee in May.

Decision: The report of the Nominating Sub-Committee was accepted as presented.

9.6. Health Links – no meeting/report

It was noted that there is a Lanark Leeds and Grenville Sub-Region Forum scheduled for May 26th from 9-12 a.m. at the Free Methodist Church in Smith Falls. Bill Janes, Noreene Adam and John confirmed that they will attend this meeting.

9.7. NL Joint Planning Committee - no meeting/report

9.8. WB Joint Planning Committee – no meeting/report

10. Informational Items

- 10.1. Basic Income Consultation – What we Heard
- 10.2. Advanced Care Planning Poster
- 10.3. CCAC Transfer Order to SELHIN
- 10.4. Board and Administrator for May

11. Availability for Cheque Signing - Nic (away Apr 30-May 14), Tom, Stephen and Bill are available

12. Date of Next Meeting – Tuesday, May 23, 2017

Respectfully submitted,



Nic Maennling
Chair, Board of Directors



Joanne Foster-Komendat
Recorder