



Lanark
Community
Programs



North Lanark
Community Health
Centre



Whitewater Bromley
Community Health
Centre

BOARD MINUTES

February 26, 2019 at 3:30 p.m.

North Lanark Community Health Centre

Present: Tom Baumgartner, Fay Bennett, Gwen Bennett, Barbara Drake, Bonny Johnson, Kim O'Connor, Linda Russell, Joey Trimm

Regrets: Stephen Bird, Andrea Brett, Bill Janes, Warren McMeekin, Tracy Zander

Staff: John Jordan, Penny Pitcher, Sarah Sark, Kara Symbolic, Becky Walker (resource)

Prior to the meeting, the Board heard a presentation from Penny Pitcher, Program Coordinator, LRHCS Infant and Child Development Program.

1. **Welcome:** Tom extended a welcome to everyone.
2. **Approval of Agenda – Conflict of Interest:** Agenda approved as presented. No conflict of interest declared at this time.
3. **Approval of Minutes – January 22, 2019:** Minutes approved as presented.
4. **Business Arising from Minutes:**
 1. **Board member script for public inquiries (location on SharePoint):** Tom directed Board members to the script drafted for public inquiries; located under Board Information Documents on SharePoint. This can be used as a guideline for Board responses to questions or concerns from the public relating to LRHCS programs or services.
5. **Board Workplan:**
 1. **Begin planning for AGM, i.e. speaker:** Tom asked for any suggestions with regards to the AGM speaker. John confirmed that the AGM will be discussed at Governance and suggested Board members forward any ideas to Becky, who will be the staff resource for the event. Linda asked if an expert on funding could speak; Tom suggested the topic might be better suited for a Board meeting. Fay pointed out that the AGM is usually an event to promote LRHCS within the community, so the speaker should address a topic of general interest. Barbara mentioned David Sompi who is currently working with Planet Youth; as a local initiative, it might be of interest within the community and the organization. Tom suggested forwarding the ideas on to Governance for consideration.
ACTION: Becky to forward AGM speaker ideas to Tracy for consideration at next Governance meeting.

6. Correspondence:

1. **Funding letters from LHIN:** John reviewed five recent letters from the LHIN outlining funding for the following programs or items: primary care nursing services to address backlog of patients, Champlain Integrated COPD Pathway pilot and phase 1 implementation, Mobile Crisis Rapid Response Team capacity increase, horoscope camera purchase, and Lung Health relocation costs. Due to the amounts (over \$10,000) three of the five funding agreements require Board approval (see items 7.5, 7.6, and 7.7 below).

7. New Business:

1. **Resolution to Alliance regarding Long-Term Care (Ontario Health Coalition Report: Situation Critical):** The Board reviewed the resolution drafted by Linda to be submitted for consideration at the Alliance AGM in June. The Board approved the resolution and thanked Linda for her hard work. Tom will follow up with Country Roads to determine if their Board has voted to second the motion, and asked Becky to forward the resolution to the Alliance. **DECISION:** The Board approved the resolution to be submitted to the Alliance. **ACTION:** Tom to follow up with Country Roads; Becky to forward motion to Alliance.
2. **Join (or not) Canadian Association of CHCs:** The Board debated the merits of re-joining the CACHC. Tom shared the research he has done on the organization; 59 Ontario-based CHCs are currently members, and the cost to LRHCS for membership would be \$4,000. He was troubled by the lack of information on the organization (financial statement not made publically available, staff members not listed on website). The CACHC has an international component which would not be of use to LRHCS. The VIP program (at an additional cost) provides some benefits such as lower rates for supplies, etc. but LRHCS already has similar benefits through the Alliance and other avenues. John pointed out that LRHCS discontinued membership when fees were prohibitive and membership wasn't worthwhile (Alliance membership has been more advantageous in the past). His reasons for bringing this forward for consideration are because the conference is taking place in Ottawa (held jointly with the Alliance), the fee is less than in previous years, and there could be advantages to participating in another advocacy association, given the current political climate. Tom pointed out that we are not aware of how much influence CACHC representatives would have politically, and the organization is more focused on federal issues (pharmacare and mental health). The group decided to purchase membership for one year and consider continuing based on the actions of the CACHC. John to arrange purchase of membership (based on budget considerations) and report back to the Board. **DECISION:** LRHCS to join CACHC, finances permitting. **ACTION:** John to follow up regarding purchase of membership.
3. **What actions does this Board want to take re Govt. of Ontario healthcare changes after reading Alliance Webinar and Notes on Draft Bill? (See also item 11.3: Alliance Board to Board report):** Fay mentioned the outcomes of the recent WB Healthier Community meeting; the group discussed holding an event for partners to strengthen relationships given the current political climate. John shared feedback from the Alliance; Adriana has suggested CHCs meet with partners and contact MPPs. John shared the recent

news from the Ministry encouraging healthcare organizations to form integrated care entities and put forward proposals; he pointed out that LRHCS is already functioning in a similar fashion, working with partners. Tom confirmed that the Alliance is encouraging organizations to submit documents highlighting existing integration and partnership efforts. It was agreed that staff should collate existing materials (strategic planning report from Christine Perring, for example) to create a document to present to the Alliance and MPPs. John will speak to Kara about gathering information and possibly engaging Christine to help. Tom shared that The Alliance has asked members to attend the Premier's Council; no details have been released yet, but Board members are encouraged to attend as they are able. The Alliance has also asked members to meet with their MPPs; John suggested arranging a meeting with John Yakabuski (Renfrew) and Randy Hillier (Lanark) to be attended by himself and Tom, as well as the Director of Health Services for each location (Morgan and Brenda) and LCP representatives. He suggested drafting a document with six or seven points highlighting the work currently being done by LRHCS to partner with local agencies, as well as current and future initiatives. The Board directed John to direct financial resources to this effort, which should take priority over membership in the CACHC.

DECISION: The Board approved John using staff resources to develop materials and schedule meetings with local MPPs.

ACTION: John to approach Christine Perring and Kara to ascertain resources required to re-work existing materials to create a briefing note.

4. **Organizational review:** John provided an overview of the changes resulting from the organizational review. New positions created include: Nurse and Admin Manager (WBCHC), ON Autism Program Manager (LCP), HR Officer (LRHCS), IT User Support (LRHCS), and Community Health Services (NLCHC and WBCHC). All new positions (except Community Health Services; this position is not financially feasible at this time, but will be considered in the future) have been filled, or are expected to be filled by year-end. Likewise, candidates will be interviewed next week for the position of LCP Director. The positions of Director of Corporate Services and Primary Care & Admin Manager have been expanded.
5. **Funding approval Nursing Services:** See item 6.1.
DECISION: The Board approved acceptance of the funding provided by the LHIN.
6. **Funding approval COPD Pathway:** See item 6.2.
DECISION: The Board approved acceptance of the funding provided by the LHIN.
7. **Funding approval Rapid Response Team and Peer Support:** See item 6.3.
DECISION: The Board approved acceptance of the funding provided by the LHIN.
8. **Executive Director's Report and Autism memo:** John presented his report to the Board, as well as a memo sent to employees in the Autism program regarding the recent funding changes implemented by the Ministry.
9. **LCP Agency Directors' Report and Tumbling Together flyer:** Sarah presented the LCP Co-Directors' report to the Board.

10. Committee Reports:

1. **Finance:** Due to Warren's absence, this item was deferred to the next meeting.
2. **Governance:** No report; February 13 meeting cancelled due to weather.
3. **Nominating:** Tom presented on the work of the Nominating Committee. He submitted the revised Terms of Reference with the addition of an appendix containing nominating process details. He confirmed there will be one open position for next year (his six-year term is ending). Current Board members have been or will be contacted shortly with regards to their commitment for next year. At the AGM, the following is expected: one new person proposed for a first three-year term, Linda Russell proposed for a new three-year term, Tracy Zander proposed for her second three-year term. Tom has agreed to stay on as past chair for a minimum of one year.
DECISION: The Board approved the Nominating Committee Terms of Reference.
4. **Planning & Review:** No report; February 6 meeting cancelled due to weather.
5. **WB Healthier Community:** Joey presented on the work of the WB Healthier Community Committee. He submitted the Terms of Reference for the Board's approval. The committee is planning an event to work in collaboration with partners to prepare for current and upcoming changes to health care in Ontario. It was proposed that the Alliance might be able to help plan the event; John will follow up with Adriana.
DECISION: The Board approved the WB Healthier Community Committee Terms of Reference.
6. **NL Joint Planning:** Tom presented on the work of the NL Joint Planning Committee. He submitted the Terms of Reference for approval; minutes will be available following review and approval by the Council of the Township of Lanark Highlands.
DECISION: The Board approved the NL Joint Planning Committee Terms of Reference.

11. Date and Location of Next Meeting: *Tuesday, March 26, 2019 at LCP*