

LANARK RENFREW HEALTH & COMMUNITY SERVICES

BOARD Meeting Minutes – February 27, 2018

Location: North Lanark Community Health Centre

- Present:** Tom Baumgartner (Chair), Andrea Brett, Bill Janes, Nic Maennling, Joseph Trimm, Noreene Adam, Tracy Zander, Warren McMeekin
- Staff:** John Jordan, Donna Davidson, Becky Walker (Resource)
- Regrets:** Fay Bennett, Jean Knowles, Wayne Church
- Guests:** Joanne Guthrie (LCP), Carol Anne McNeil (LCP – Family Relief)
- Presentation:** Behaviour Development, Joanne Guthrie (LCP)

1. Welcome

Tom welcomed attendees.

2. Approval of Agenda

The agenda was approved with one change: John asked that items 4.1 and 6.3 be combined.

2.1 Conflict of Interest – no conflict of interest declared.

3. Approval of Consent Agenda Items

3.1 January Board Meeting Minutes

3.2 Finance Committee Minutes

3.3 Governance Committee Minutes

3.4 Planning & Review Committee Minutes

3.5 Nominating Sub-Committee Minutes and Terms of Reference: Tom pulled out NSC TOR for discussion, and pointed to significant change regarding recruitment of committee chairs. Previously committees would designate their own chair, but revised TOR states that NSC will be responsible for selecting chairs of committees. The group debated the merits and drawbacks. Board decided to postpone approval of NSC TOR until March meeting.

Decision: Consent agenda items were approved by the Board as presented, with the exception of the Nominating Sub-Committee Terms of Reference.

4. Business Arising from Minutes

4.1 AOHC Board Election Process: *John to ask AOHC representative for details on election process and report back to the Board.* John presented election ballot for AOHC representative Cameron MacLeod to serve 6 month term from June 2018 (current Board would remain until bylaw changes and subsequent elections).

Decision: Board agreed to submit ballot to support Cameron MacLeod's Eastern Ontario representation on AOHC until June 2018.

4.2 Board Retreat: *P&R Committee to discuss Board retreat and report back to the Board.* Deferred until next meeting.

4.3 Crisis State of MYCS-Funded Programs in LCP: *P&R Committee to discuss advocating for higher funding in rural areas. John to raise funding issue at Feb. LHIN meeting.* John and Tom

attended Feb. LHIN meeting where discussion of rural vs. urban funding took place. John also attended meeting in Feb. at GWM in Perth regarding cross-boundary issues when dealing with dual LHINs. Sub-sub-region table will be formed and supported by both LHINs where issues can be brought forward by staff. It was decided that P&R would not need to advocate at this point.

5. Correspondence

5.1 Letters of Resignation – Melanie Mills and Jean Knowles: Tom presented letters of resignation from Board members Melanie Mills and Jean Knowles.

Decision: Board received letters of resignation for Melanie Mills (effective immediately) and Jean Knowles (effective at 2018 AGM).

6. New Business

6.1 CCA Accreditation review follow-up: Three policies resulting from accreditation were presented to the Board for approval.

6.1.1 Policy 3.01.12 Donations and Fundraising (revised). Minor revisions made to existing policy.

Decision: Policy 3.01.12 was approved by the Board.

6.1.2 Policy 3.01.16 Program and Service Fees (new). New policy for fees charged and collected for services provided by Family Relief and Therapeutic Riding Program.

Decision: Policy 3.01.16 was approved by the Board.

6.1.3 Policy 6.01.22 Board of Directors Code of Conduct (new). New policy regarding Board Code of Conduct.

Decision: Policy 6.01.22 was approved by the Board.

6.2 Annual Board Evaluation: Nic presented the revised Board evaluation he and Deborah Duffy had worked on.

6.3 AOHC Elections Ballot: See 4.1.

6.4 Share Care House proposal and budget: Carol Anne McNeil presented a proposal and sample budget for the purchase of a respite house for transition-age youth in the Carleton Place area. She recommended purchasing a home with the option of renovating to suit the needs of participants. Tom suggested the Board review the materials presented by Carol Anne and consider what additional information they would need before making a decision.

Action: Board to submit questions regarding the purchase of a new respite house to Tom before March 6; he will forward on to Carol Anne.

6.5 Proposed changes to LRHCS holidays: memo, current holiday policy, revised policies 1.05.01a, 1.05.01b, 1.05.01c: John and Tom discussed Amy's proposed changes to stat holidays in response to Bill 148.

Decision: Policies 1.05.01a, 1.05.01b, and 1.05.01c were approved by the Board.

7. Executive Director's Report

John highlighted his report to the Board. AOHC is working on guidance document for ED compensation. Registration is open for AOHC AGM conference; John directed members to AOHC website for details on conference; Board members interested in attending should email Becky or indicate their intent at the next Board meeting to ensure timely registration.

Action: Board members to indicate their interest in attending AOHC conference by March 27.

Decision: The ED's Report was accepted as presented.

8. LCP Agency Director's Report

Donna highlighted her report to the Board.

Decision: The LCP Agency Director's Report was accepted as presented.

9. AOHC Board Liason Report

9.1 AOHC Re-Branding update, letter to members, special resolutions: Tom reported on the re-branding efforts of the AOHC. *New name: Alliance for Healthier Communities; New tagline: Advancing Health Equity in Ontario.* At 5:30 pm on March 27, an online vote will take place regarding the name change and new objectives. John advised members to review the webinar available outlining details of the re-branding. The Board discussed supporting the re-branding and advised Tom to vote to accept the two resolutions.

Decision: The Board voted in favour of the two resolutions proposed by the AOHC for the March 27 special meeting.

Decision: The Board approved Tom as the designated voting representative for LRHCS with Tracy as alternate.

10. Committee Reports

10.1. Finance

Warren reported on the work of the committee, highlighting the financial reports for Q3.

10.1.1 LEIP budget: Warren presented the 2018 LEIP budget for the Board's approval.

Decision: The Q3 reports of the Finance Committee were accepted as presented. The 2018 LEIP budget was approved by the Board.

10.2 Governance

10.3 Planning & Review Committee

10.4 Nominating Sub-Committee

10.4 Health Links

10.5 NL Joint Planning Committee

10.6 WB Joint Planning Committee – no meeting/report

10.7 Ad-Hoc Committee on Standing Committee Structure

Tom reported on the work of the committee. Questionnaires will be sent to individual committees for feedback and suggestions; to be returned before the next committee meeting on March 23. Andrea volunteered to join the Ad-Hoc Committee on Standing Committee Structure as a representative of the P&R Committee.

11. Informational Items

- 11.1. CAHC bulletins (most recent edition and archive)
- 11.2. AOHC Board to Board Report February 2018
- 11.3. Board and Administrator March 2018 and supplement
- 11.4. MHSP March Calendar

12. Availability for Cheque Signing - Nic, Warren, Tracy

13. Date of Next Meeting – Tuesday, March 27, 2018 from 3:00 to 6:00 pm at LCP

Respectfully submitted,



Tom Baumgartner
Chair, Board of Directors



Becky Walker
Recorder