

LANARK RENFREW HEALTH & COMMUNITY SERVICES

BOARD Meeting Minutes – October 24, 2017

Location: NLCHC, Lanark

Present: Tom Baumgartner (Chair), Nic Maennling, Jean Knowles, Bill Janes, Tracy Zander, Andrea Brett, Melanie Mills, Noreene Adam, Fay Bennett, Warren McMeekin, Wayne Church

Staff: John Jordan, Donna Davidson, Kara Symbolic, Joanne Foster-Komendat (Resource)

Regrets: Joey Trimm

Guests: Lyn McIntyre

Presentation: Lanark County Vital Signs – 2017 presented by Lyn McIntyre, ED of Perth & District Community Foundation

1. **Welcome**

Tom Baumgartner, Chair opened the meeting with a welcome to all, followed by introductions around the table.

2. **Approval of Agenda**

Decision: The agenda was approved as presented.

2.1. Conflict of Interest – none declared

3. **Approval of Minutes**

3.1. September 26, 2017 Board Meeting Minutes

Decision: The Board meeting minutes for September 26, 2017 were approved as presented.

4. **Business Arising from Minutes**

4.1. Standing Board Committee Membership Chart – for information

The Board reviewed and accepted the Standing Board Committee Membership Chart as presented. John noted that the Whitewater Bromley Joint Planning Committee will be reviewed and reformed with possible changes in membership.

5. **Correspondence**

5.1. Champlain LHIN Letter re Caps Notice

John advised that the Champlain LHIN has given advance notice (60 days) of the Community Accountability Planning Submission (CAPS) and that we will submit a CAPS to the LHIN before November 17, 2017 with the Board giving final approval in January 2018.

6. **New Business – none at this time**

7. **Executive Director's Report**

John highlighted his report to the Board.

8. **LCP Agency Director's Report**

Donna highlighted her report to the Board followed with Andrea Brett re-counting her family's story, navigating through the health system (Champlain and SE LHIN and Lanark Community Programs) to access supports and services for her daughter who has Downs Syndrome.

9. AOHC Board Liason Report

Tom raised two points for discussion, after reading the AOHC Board to Board October report.

1. The AOHC has started the second phase of rebranding the Association by hiring a company tasked with discovering a new name and visual identity, i.e. logo. Tom is concerned that this project comes with significant costs that may or may not be budgeted for. Following a discussion John offered to raise this up for discussion at the ED's Networking meetings this week and will bring back his findings to the Board.

Action: John will report back to the Board on his findings.

2. AOHC Election Platform for June 7, 2018 Ontario Election. The AOHC is asking for support for three recommendations (see page 5 in Board to Board Report for October for details). Following a discussion, it was noted that the recommendations do not include or reference the distinction between rural and urban service delivery costs and that the AOHC should be reminded that is an issue for all rural CHC's.

10. Committee Reports

10.1. Finance

Warren reported on the work of the committee.

10.1.1. Policy 3.01.05 Banking, Borrowing and Investing

Warren presented revisions to policy 3.01.05 Banking, Borrowing and Investing for review and Board approval.

Decision: The Board received, reviewed and approved revisions to policy 3.01.05 Banking, Borrowing and Investing as presented.

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

10.2. Governance

Tracy reported on the work of the committee.

10.2.1. 6.01.18 ED Succession Plan, Core Functions, Emergency Coverage

Tracy presented revisions to policy 6.01.18 ED Succession Plan, Core Functions, Emergency Coverage for review and Board approval.

Decision: The Board received, reviewed and approved revisions to policy 6.01.18 ED Succession Plan, Core Functions, Emergency Coverage as presented.

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

10.3. Planning & Review Committee

Bill reported on the work of the committee highlighting the newly updated Organizational Planning & Evaluation Map, Strategic Directions 2017-2022.

10.3.1. Planning & Review Terms of Reference (TOR)

Bill advised that the committee made revisions to the TOR which included the removal of the word 'Environmental' to agenda #8 for future meetings. Bill added that there a number of minor grammatical changes yet to be included. Tom asked that changes are highlighted for ease of reference when reviewing for Board approval.

Action: The Planning & Review Committee will fine tune the changes to the TOR to be brought back to the Board for review and approval for next meeting in November.

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

10.4. Health Links - no meeting/report

Noreene Adam received notice that a Health Links Governance meeting has been scheduled for December 1st in Smith Falls and that she will not be able to attend. Bill also noted that he is unable to attend. Tom and John confirmed that they will both attend this meeting.

10.5. NL Joint Planning Committee - no meeting/report

10.6. WB Joint Planning Committee – no meeting/report

11. Informational Items

- 11.1. Board and Administrator – October 2017
- 11.2. Attorney General's Letter re Women's Right to Choose
- 11.3. COPD World Health Day – November 15th, 2017
- 11.4. Board and Administrator – November 2017

12. Availability for Cheque Signing - Tom, Warren and Tracy are available.

13. Feedback on Board Meeting Form

Joanne collected written feedback on the meeting to be reviewed by the Governance Committee.

14. Date of Next Meeting – Board Meeting - Tuesday, November 28, 2017 at Lanark Community Programs, 30 Bennett Street, Carleton Place

Respectfully submitted,



Tom Baumgartner
Chair, Board of Directors



Joanne Foster-Komendat
Recorder

Added Note: Tom Baumgartner, Chair presented Joanne with flowers as a token of thanks on behalf of all the Board for all her support over the past six years, extending best wishes in her upcoming retirement.