



Lanark  
Community  
Programs



North Lanark  
Community Health  
Centre



Whitewater Bromley  
Community Health  
Centre

## BOARD MEETING

October 27, 2020

### MINUTES

**Present:** Tom Baumgartner, Gwen Bennett, Stephen Bird, Andrea Brett, Cynthia Carver, Matthew Dever, Carole Devine, Barbara Drake, Deborah Duffy, Bonny Johnson, Sharon Mousseau, Kim O'Connor

**Staff:** Morgan Hawn, John Jordan, Carol Anne McNeil, Sarah Sark, Kara Symbolic, Becky Walker (resource)

**Regrets:** Richard Schooley

**Presentation:** Kara Symbolic, Communications and Community Program Coordinator – LRHCS Operational Plan Review

- 1. Welcome:** Deborah welcomed everyone.
- 2. Approval of Agenda - Conflict of Interest:** The agenda was approved as presented, with no conflicts of interest declared.
- 3. Approval of Minutes:** The minutes of September 22, 2020 were approved as presented.

#### 4. Business Arising from Minutes

- 1. Logo design update from ad hoc committee:** Deborah provided an update on the logo redesign. Two logos were considered by the ad hoc committee and staff focus groups. Based on polling, one logo was the clear favourite of the majority of participants. Given this result, Cat's Cove is recommending this logo design be approved by the Board. There was some discussion around representation of different demographics; while suggestions for changes were made, no one on the Board blocked consensus, and a decision was reached that the logo be approved as part of the rebranding process.

**DECISION:** The Board approved the logo design recommended by the ad hoc committee and Cat's Cove Communications.

**2. Ontario Health Teams update:** John provided an update on Ontario Health Teams, presenting four options:

- Continue to advocate for a Lanark County Ontario Health Team
- Join Lanark Leeds Grenville Ontario Health Team with principles and terms that provide appropriate representation and autonomy for Lanark County organizations, community partners, and people living in and receiving services in Lanark County
- Join Three Rivers OHT (currently in development) and work towards OHT approval with new Eastern Partners
- Wait for Ministry direction (risk of being grouped in Ottawa Satellite)

John recommends joining the LLG OHT, either along with the Lanark County OHT partners, or as an individual organization. He advised that most of the current Lanark County OHT partners will be joining as well (Carebridge, Open Doors, LCMH, etc.). Following his presentation, John asked the Board to provide him with direction as to how to proceed. The Lanark Leeds and Grenville OHT is in the process of developing collaborative agreements, so it would be advisable to indicate our interest soon so we can participate in developing the framework. Following a discussion on the four options, the Board arrived at a consensus that the best option would be to join the LLG OHT.

**DECISION:** The Board approved John's recommendation to join the Lanark Leeds Grenville Ontario Health team.

**5. Board Workplan for October:** Deborah reviewed the Board workplan items for October. She reminded Board members that the meeting review survey is available online, and asked that everyone submit their feedback; Becky will send a reminder after the meeting.

**6. Correspondence:** John presented two pieces of correspondence for the Board's information: notice from the Ministry regarding the engagement plan for Ontario Health Teams, and notice from the Alliance announcing one-time mental health and addictions funding for community health centres. There were no questions and no Board action is required at this time.

## **7. New Business**

**1. Alliance AGM - November 10, 2020:** The Board appointed Bonny as representative to attend the Alliance AGM and vote on resolutions, with Deborah as alternate. The group discussed the resolutions and Health Equity Charter. Country Roads has proposed an amendment, and is asking that LRHCS second. Deborah pointed out that the request has come late, and there is not adequate time for the LRHCS Board to review and consider its position. She suggested letting Country Roads know that the LRHCS Board is not able to act as second; the Board agreed.

Concerns were raised regarding the wording in the Health Equity Charter, and suggestions were made for amendments to the resolutions. Given the amount of material already on the agenda for the current meeting, Deborah suggested that there would not be enough time to discuss the group's feedback. She asked if Board members would be willing to meet next Friday before the scheduled membership meeting. The majority agreed; Becky will set up a Zoom meeting and send out the invite.

**ACTION:** Becky to set up Zoom meeting for Board at 9:30 on Nov. 6 and send out invite.

2. **MSAA Declaration of Compliance** – John reviewed the MSAA Declaration of Compliance; the Board directed Deborah to sign.  
**DECISION:** Deborah to sign MSAA Declaration of Compliance; John to submit to Ministry.
3. **Sick leave for hourly employees** – John proposed granting two days for hourly employees who do not have sick leave benefits. The two days would be used for sick leave for COVID-related reasons, and would give employees time to apply for the Canada Recovery Sickness Benefit. He provided examples of how this might apply: someone who is waiting for COVID-19 test results and is unable to work; a LEIP staff member whose client is sick and not attending school; etc. Including a time limit was discussed, and the Board agreed that an end date of March 31, 2021 would be acceptable.  
**DECISION:** The Board decided to grant two days (14 hours) to all active hourly employees to use for paid sick leave or other COVID-related reasons preventing the employee from working their assigned shift on a one-time basis effective October 27, 2020 to March 31, 2021. Employees requiring additional time off related to COVID-19 will be encouraged to apply for the Canada Recovery Sickness Benefit.

**8. Executive Director's report:** John presented his report.

**9. LCP Director's Report:** Sarah presented her report.

## **10. Committee Reports**

1. **Finance Committee:** The Board received the October 13 meeting minutes as well as the management letter and response to the auditor's report. As per committee recommendations, the Board approved the Family Relief budget, the Q1 financial summary, and changes to the committee Terms of Reference.  
**DECISION:** The Board approved the Family Relief budget.  
**DECISION:** The Board approved the Q1 financial summary.  
**DECISION:** The Board approved the changes to the Finance Committee Terms of Reference.
2. **Planning & Review Committee:** The Board received the October 7 meeting minutes. The Terms of Reference and workplan for the

- committee will be presented at the next Board meeting.
3. **Governance Committee:** The Board received the October 9 meeting minutes. There were no changes to the Terms of Reference for the committee.
  4. **Whitewater Bromley Healthier Community Committee:** The Board received the October 16 meeting minutes; the committee will present an updated Terms of Reference document and a workplan at a later meeting.
11. **Informational Items:** Deborah suggested the Board send a letter of congratulations to Mike Bingley for his recent award. The Board agreed.
  12. **Availability for Cheque Signing**
  13. **Date and Time of Next Meeting:** November 24, 2020 @ 3:00 p.m. via Zoom

*\*Special meeting to discuss voting for Alliance resolutions to be scheduled for November 6, before or after membership meeting at 10 am\**