



Board of Directors Meeting Minutes

April 27, 2021

Present: Tom Baumgartner, Gwen Bennett, Stephen Bird, Cynthia Carver, Maddy Dever, Carole Devine, Barbara Drake, Deborah Duffy, Bonny Johnson, Sharon Mousseau, Kim O'Connor, Richard Schooley

Staff: John Jordan, Carol Anne McNeil, Brenda Powers Ross, Sarah Sark, Kara Symbolic, Becky Walker (resource)

Guests: Lindsay Derraugh, Jean Dunning, William Enright, Thomas Todd

Regrets: Jane Coyle

- 1.0 Welcome:** Deborah welcomed everyone. She extended a special welcome to the Board applicants in attendance: Lindsay Derraugh, Jean Dunning, William Enright, and Thomas Todd. She asked Barbara to introduce the prospective Board members. Current Board members and staff took a few moments to introduce themselves.
- 2.0 Approval of agenda:** Agenda approved as presented.
 - 2.1 Conflict of interest:** No conflict of interest declared.
- 3.0 Approval of minutes from March 23, 2021:** Minutes approved as presented.
- 4.0 Business arising from minutes**
 - 4.1 OHT update:** John provided an update on the Renfrew County OHT application; the final draft was made available on Monday, and John is seeking Board consensus for he and Deborah to sign the application on behalf of ConnectWell. He explained that the Renfrew County OHT application does not contain any liabilities or long-term commitments; those will come with the collaborative decision-making agreement to be drawn up after the application is approved. ConnectWell is being asked to sign on in support of the application, which will be submitted and approved by the Ministry. As per information provided in the Operations report, first year priorities for this application are on frail populations and mental health. John recommended supporting the application, which is due April 30. Carole expressed concern regarding wording in the document which emphasizes only belonging to one OHT; she is hoping that's not going to be an issue for ConnectWell. John said they had a meeting with the Ministry about this issue for the LLG OHT. Ontario Health is aware of the issue and our situation. John has explained that ConnectWell is an integrated organization and crosses two boundaries; we are not the only organization with this issue in Ontario, so there will have to be a solution. William

mentioned that he has been involved in the development process for the Renfrew County OHT, and he agrees that although there are issues, it's a good application and is worthy of being submitted. Bonny noted that CHCs are missing from diagrams in the application. John said Brenda has raised this issue several times; she will follow up again. Gwen agreed that leaving the CHCs off is notable; she appreciates Brenda following up.

DECISION: The Board approved Deborah and John signing the Renfrew County OHT application on behalf of ConnectWell.

- 4.2 COVID update:** John presented a proposal drafted by Amy asking for an extension of COVID leave for hourly employees. The proposal asked for an extension until September 30, 2021. John said this initiative would provide some relief to hourly employees impacted by COVID. He indicated that the cost has been minimal, but the option is available to those who need it. Tom proposed extending until March 31, 2022, given the uncertain circumstances. The Board agreed.

DECISION: The Board approved the proposed extension of COVID leave for hourly employees, with an end date of March 31, 2022.

- 5.0 Board workplan for April:** Deborah reviewed changes to the workplan recommended by the Governance Committee: financial reporting has been moved to May.

DECISION: The Board approved the workplan changes recommended by the Governance Committee.

Deborah asked that any Board members interested in serving on the Executive contact Barbara, who will take the list to the Nominating Committee for consideration. Becky confirmed that the Board annual evaluation survey is ready; she will email the link to Board members and provide a deadline to submit.

- 6.0 Operations Report:** John presented his report and highlighted some progress on the LLG OHT. Tom, Richard and Deborah attended a meeting with Rideau and Country Roads regarding the creation of a governance structure for the LLG OHT. People attending discussed the type of accountability body for collaborative council. A short proposal on what the governance committee might look like was drafted and sent out to meeting attendees. Deborah reported that no decision is imminent, but she intends to update the Board and share information as the process unfolds. If a governance council is created it will be with the consent of the OHT. Richard added that the initiative is intended to create a governance structure for the OHT; he feels it is important to give governors the opportunity to attend meetings with a presenter discussing collaboration and integration. John added that meetings with Health Links were a positive experience. The OHT steering committee feels the focus right now is to keep governors informed and connected; everything else is very operational.

- 7.0 Planning & Review Committee report:** Cynthia presented the April 7 meeting minutes. She reported that the Planning & Review Committee has decided to form a sub-committee focused



on strategic planning. The sub-committee consists of Cynthia, Carole, Tom and Kara; she invited anyone else interested in joining to email her. Sharon asked about the ongoing advocacy issue of rural internet. She told the group that there is a lot of initiative underway at the municipal level and suggested they could invite Kurt Greaves, CAO of Lanark County to present at a future meeting of the Planning & Review Committee.

- 8.0 Nominating Committee report:** Barbara presented the April 8 meeting minutes.
- 9.0 Governance Committee report:** Stephen presented the April 9 meeting minutes, revised Terms of Reference, proposed by-law changes and the revised by-law.
DECISION: The Board approved the revised Terms of Reference.
DECISION: The Board approved the changes to the by-law.
- 10.0 Finance Committee report:** Kim presented the April 12 meeting minutes, LEIP financial statements, insurance renewal, and long-term leases and contracts.
DECISION: The Board approved the LEIP financial statements.
- 11.0 Whitewater Bromley Healthier Community Committee report:** Bonny presented the April 23 meeting minutes.
- 12.0 Alliance Board Liaison report:** Bonny presented the April 2021 Alliance Board Liaison report and the changes to the Health Equity Charter. Maddy reviewed the revised resolution for the Health Equity Charter.
- 13.0 Informational items:** No informational items this month.
- 14.0 Correspondence:** Deborah reviewed the correspondence items; no questions at this time.
- 15.0 New Business**
 - 15.1 Declaration of Compliance for the period of April 1, 2020 – March 31, 2021:** John presented the annual declaration of compliance and reviewed the various requirements.
DECISION: The Board approved Deborah signing the declaration of compliance.
 - 15.2 Volunteers:** Kara took a moment to thank Board members for volunteering, and extended a thank you to the family members who support their work on the Board.
- 16.0 Generative Discussion – Strategic Planning**

Cynthia started the discussion by explaining that the Planning & Review sub-committee looking at strategic planning would like some guidance from the Board as to what their focus should be. She opened the floor to comments, suggestions, and ideas.

The following points were discussed:

- Time frame
 - Currently no deadline, but shorter timeline is preferred.
- Format
 - Possibility of taking strategic directions and building action items under each point.
 - Reviewing report from previous strategic planning session to determine if any of those ideas could be explored.
 - There may be other strategic plans other similar organizations are using that we could look to for inspiration/guidance.
- Process
 - It was agreed that having someone facilitate the process should be explored; it could be done over Zoom if COVID restrictions are still in place. Engaging a facilitator who is familiar with the current healthcare climate and the strategic needs of our organization.
 - Staff input in strategic planning was determined to be an important part of the process. The group agreed that having staff participate in a facilitated session would be preferable to senior management collecting feedback from staff and reporting back to the Board.
 - In the past, the organization has engaged staff, community partners, and Board members in the process. Including focus groups was also suggested.
 - The sub-committee needs a vision in order to determine the focus (for example, growth by adding capacity to existing locations, or by adding more locations?)

Deborah asked Cynthia if she had enough feedback to take back to the sub-committee for further discussion. Cynthia indicated that the committee will meet again, and invited anyone interested in joining to contact her by email. She also encouraged Board members and staff to forward any ideas to her for consideration by the committee. She said the generative discussion has provided a sense of how the Board would like the sub-committee to proceed. The “when” has been determined (sooner rather than later) and the “how” will be discussed by the sub-committee and reported back to the Board.

- 17.0 In-Camera Session:** The Board went in-camera to discuss a personnel matter. The Board accepted Deborah’s proposal and it was decided that a sub-committee would be formed to deal with the matter.
- 18.0 Availability for cheque signing:** Signing officers confirmed they were available this month.
- 19.0 Next meeting:** May 25, 2021 at 2:00 p.m. on Zoom



Respectfully submitted,

A handwritten signature in black ink, appearing to read "Deborah Duffy", written in a cursive style.

Deborah Duffy
Board Chair