



Board of Directors

Meeting Minutes

February 23, 2021 at 3:00 p.m.

Zoom

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

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

Guest: Amy Booth, Therapeutic Riding Program

1. **Welcome** – Deborah welcomed everyone. Prior to the start of regular business, Deborah announced the resignation of Andrea Brett from the Board effective immediately. Andrea was recently hired by the organization, so is unable to continue in her role as a Board member.
2. **Presentation: Therapeutic Riding Program** – Amy Booth, Program Coordinator presented on the Therapeutic Riding program.
3. **Approval of Agenda - Conflict of Interest:** The agenda was approved as presented. No conflict of interest declared.
4. **Approval of Minutes from January 26, 2021** – The minutes were approved as presented.
5. **Business Arising from Minutes**
 1. **ConnectWell updated launch plan:** John reviewed the updated launch plan. He indicated that some recommendations for the website were not incorporated at this time but have been noted for possible future development. Matthew asked if people going to the old website will be linked to page they were looking for on new website, or if they will be taken to the homepage. Sarah will check on links from the old website to the new and confirm. For end users, there will be a survey for feedback on the site with 5-6 questions; the feedback will be reviewed by the management team with follow up as required.
 2. **LLG OHT Collaborative Decision-Making Arrangement:** John reviewed some of the background on the LLG OHT collaborative decision-making framework, and told the group that there is currently a

30 Bennett Street
Carleton Place, Ontario
K7C 4J9
613-257-7619

207 Robertson Drive
Lanark, Ontario
K0G 1K0
613-259-2182

20 Robertson Drive
Beachburg, Ontario
K0J 1C0
613-582-3685



March 15 deadline to submit the attestation so the Ministry will release funding. He said the collaborative group has had a very strong, positive start. ConnectWell will be anchor member, participating in all projects, as well as contributing in kind or financially to projects. Smaller organizations will be affiliate members. He reviewed the OHT Operational Structure with a north multi-sectorial committee and south multi-sectorial committee. He advocated strongly to get Lanark County back together, as there needed to be a place for organizations to come together regionally. This structure is different from the collaborative council; organizations that have signed on to other OHTs can still be represented on sectoral committees. Tom asked about the Year One objectives; John said the priority area is mental health, and making sure mental health is connected to primary care providers. Cynthia asked about the release of funding after the attestation is submitted: Is that funding for actual programs or for support structure for the OHT? John said they are calling it implementation funding, and he thinks the OHT will have some flexibility. Requests are coming from working groups for pilot programs as well as administration costs, but no decisions have been made yet as to where that funding will go. Matthew asked about the inclusion of developmental services and focus on child, youth and family healthcare. John said developmental services was recognized as a separate sector in the OHT document; there are no initiatives specifically focused on developmental services at this time, but there may be in the future. Sarah pointed out that there are other organizations involved in the OHT with a focus on child and youth healthcare and mental health services, such as Open Doors. She mentioned a meeting on March 4 to have a joint OHT coordinated services discussion and offered to forward the invitation to Board members. The group will talk about what family coordinated care looks like in different sectors, as well as how the organizations are going to work together in the future. Richard said he hoped some of the initial funds would be spent on developing a collaboration council so the various Boards would have an understanding of what is going on. John said there is a governance meeting on March 8 for the Boards of organizations participating in the LLG OHT. He said organizations will retain their autonomy; it will be the responsibility of CEOs and others in the working group to pass along information to Board members. Deborah asked the Board if anyone had concerns about John signing on to the CDMA on behalf of ConnectWell. No concerns were expressed and the Board approved.

6. Board Workplan for February

30 Bennett Street
Carleton Place, Ontario
K7C 4J9
613-257-7619

207 Robertson Drive
Lanark, Ontario
K0G 1K0
613-259-2182

20 Robertson Drive
Beachburg, Ontario
K0J 1C0
613-582-3685

1. **Begin planning for AGM:** The Board selected the date of June 22, 2021 for the AGM, and agreed that given the uncertainty of health protocols, it would be advisable to hold the meeting on Zoom rather than in person.
7. **CEO's Report:** John presented his report. He and Brenda provided an update on the vaccination rollout in Lanark and Renfrew Counties. John also mentioned that the senior management team has been revising the format of the CEO report to the Board, and he will be piloting a new operational report at the March Board meeting. This report will group information by program rather than by region; feedback will be welcome.
8. **Family, Community & Development Services Director's report:** Sarah presented her report.
9. **Finance Committee Report:** Kim presented the February 8 meeting minutes for the Finance Committee, as well as vacation/OT, sick and turnover reports from the Finance team. The Board reviewed and approved the LEIP budget and Q3 financial statements by part and by program. Kim suggested that Carol Anne present at the next Board meeting on Family Relief funding.
10. **Planning & Review Committee Report:** Cynthia presented the February 3 meeting minutes for the Planning & Review Committee, as well as the revised Terms of Reference, which the Board approved. Matthew reviewed his work on the resolution to be submitted to the Alliance; Bonny asked if a seconder had been confirmed, and John indicated that once the Board has approved the resolution, he will approach other organizations to advocate for a seconder. Tom congratulated Matthew on his work drafting the resolution and the Board thanked him. The Board approved the resolution; Becky will submit to the Alliance before the March 11 deadline.
11. **Nominating Committee Report:** Barbara presented the February 11 meeting minutes for the Nominating Committee, as well as the revised Terms of Reference, which the Board approved. Richard pointed out that the Terms of Reference appeared to remove the appointment of a staff resource; Tom suggested this may have been an editorial oversight, but offered to review again. Barbara told the group that Stephen has indicated he will be stepping away as vice chair; she said there is a current Board member interested in taking on the role, but invited any Board member to let her know if they are also interested.
12. **Whitewater Bromley Healthier Community Committee Report:** Bonny presented the January 22 meeting minutes for the Whitewater Bromley Healthier Community Committee. The committee met February 22 to discuss the Renfrew County Ontario Health Team; minutes will be available at the March Board meeting, and Deborah suggested that John present an update on the Renfrew County OHT at that meeting as well.

13. Alliance Liaison Report: Bonny presented her report as the Alliance Board Liaison.

14. Informational Items: John and Deborah reviewed the informational items. There were no questions.

15. Correspondence: No correspondence this month.

16. New Business

- 1. Board/committee meeting locations:** Deborah suggested that when the Board returns to meeting in person, efforts be made to ensure that the number of meetings in various locations be proportional to the number of Board members from that region. She envisions a hybrid system of in-person and online (Zoom) meetings will be the norm, with Zoom meetings taking place during the winter. No action required at this time, but the Governance Committee will consider these options when recommending the meeting schedule for the Board next September.
- 2. Belleville & Quinte West Alliance resolution:** No action required at this time; John said the Belleville & Quinte West group are submitting a resolution to the Alliance regarding LTC homes and asked if we could second, but the document is not ready. John will follow up.

17. Date and time of next meeting: March 23, 2021 at 3:00 p.m. on Zoom.

Respectfully submitted,



Deborah Duffy
Board Chair