



Board of Directors Meeting Minutes

January 25, 2022 @ 2:00 p.m.

Present: Stephen Bird, Cynthia Carver, Maddy Dever, Carole Devine, Deborah Duffy, Jean Dunning, William Enright, Sharon Mousseau, Kim O'Connor, Richard Schooley, Thomas Todd

Staff: Jane Coyle, Christina Dolgowicz, Valerie Filteau, Morgan Hawn, John Jordan, Carol Anne McNeil, Ellen Michaud, Brenda Powers Ross, Sarah Sark, Becky Walker (resource)

Regrets: Tom Baumgartner, Lindsay Jackson Derraugh

Staff presentation: Christina presented on the Lung Health and Rehabilitation Program. Prior to the presentation, she announced her secondment to Ontario Health until March 31, 2023, and introduced Ellen Michaud and Valerie Filteau, who will be taking on program coordinator duties in her absence.

- 1.0 Welcome:** Deborah read the land acknowledgement statement and welcomed everyone. She called the meeting to order at 2:04 p.m.
- 2.0 Approval of agenda:** The agenda was approved with the following changes:
 - Jean asked that items 7.1, 7.2, and 7.3 be discussed under the Nominating Committee report.
 - William asked for time at the end of the meeting to discuss strategies to raise awareness of CHCs and the services offered.
- 3.0 Conflict of interest:** No conflict of interest declared.
- 4.0 Approval of minutes from November 23, 2021 and January 11, 2022:** Minutes approved as presented. Deborah reminded the group that an in-camera session will take place at the end of this meeting to review and approve the in-camera minutes from January 11.
- 5.0 Business arising from minutes:** None at this time.
- 6.0 New business:** None at this time.
- 7.0 Board workplan**

7.1 Board meeting evaluation: Deborah reminded Board members that the meeting evaluation is available online, with a link included in this meeting's agenda. Becky asked that feedback be submitted by the end of this week, so the Governance Committee can review and make recommendations to the Board at the February 22 meeting.

8.0 Ontario Health Teams report: John directed Board members to the Ontario Health Team update for Lanark Leeds and Grenville included in the Operations Report. William gave an update on the Network 24 Ontario Health Team in Renfrew. A strategic implementation lead has been hired, and there is a posting for a clinical lead position. Two co-chairs have been selected for the steering committee.

9.0 Operations report: John presented the Operations Report. Sarah informed the group that MCCSS recently indicated that ConnectWell will receive a base budget for autism for 2022-23 but at a reduced amount. She has not yet received written confirmation. Maddy asked if a comparison of wait list numbers for several months could be included in the update on Developmental Services programs, as well as Primary Care. John will speak to staff about adding information into their reports.

10.0 Nominating Committee report: The Board received the January 6 meeting minutes of the Nominating Committee. Jean indicated that the Terms of Reference had been reviewed by the Committee, and no changes were required. The Board approved the Terms of Reference. Jean informed the Board that the Committee would be sending out an email to confirm Board members' committee preferences and standing for next year.

11.0 Governance Committee report: The Board received the January 21 meeting minutes of the Governance Committee. Stephen presented policy 5.01.01 Volunteer Services, which is a Board-approved policy. The Board reviewed and approved the policy. Stephen highlighted other items from Governance:

- An ad-hoc committee has been formed to review the by-laws; Stephen invited any Board members interested in joining to contact him.
- Stephen will be reaching out to Board committee chairs with regards to the Board survey action plan. Tasks will be sorted and assigned to appropriate committees for follow up.
- The Governance Committee is recommending a change in start time for Board meetings; staff presentations to start at 2:30 p.m. with regular Board meeting to start at 3:00 p.m. The Board approved the change; to be implemented for the February 2022 meeting. Carole pointed out that some Boards hold meetings during lunch hour, in order to be more inclusive



for members who are working. Stephen offered to take the suggestion back to Governance for consideration.

- 12.0 CEO Transition Committee report: The Board received the** December 8 and January 7 meeting minutes of the CEO Transition Committee. Deborah announced that the committee has concluded its work and will no longer meet.
- 13.0 Alliance Board Liaison report:** Maddy presented their report on recent Alliance developments and highlighted several items. The Alliance Strategic Plan package will be forwarded shortly; it will be reviewed by Governance and then brought to the February Board meeting for discussion. Feedback to the Alliance is due by the end of March. Maddy recommended that ConnectWell purchase access to Governing for Health Equity training modules provided by the Alliance (\$750 per Board, with unlimited access for three years). John confirmed that ConnectWell would be able to fulfil the request. Becky to follow up with the Alliance and set up Board access.
ACTION: Maddy recommended that the long term care resolution brought forward by LRHCS in 2019 be sunsetted as per communication from the Alliance Board. A more recent resolution was seconded by ConnectWell and passed by the Alliance membership in 2021.
DECISION: The Board agreed to sunset the original long term care resolution from 2019.
ACTION: Maddy reminded the Board of the call for nominations to the Alliance Board. Several Board members suggested Maddy would make an excellent candidate; Maddy to submit nomination and will follow up with John to determine if staff assistance is required.
DECISION: The Board approved Maddy submitting their nomination to the Alliance Board.
- 14.0 Correspondence**
- 14.1 Ont. Health East - Advanced Notice of Community Accountability Planning Submission:
John informed the Board that Ontario Health has sent notice that CAPS submissions deadline has been delayed, with no specific date set at this time. Richard asked if access to previous submissions could be provided; John will check with Amy.
- 15.0 Informational items:** No questions regarding informational items.
- 16.0 Availability for cheque signing:** All signing officers present indicated they are available to sign cheques.
- 17.0 IN CAMERA:** The Board went in camera to review and approve the in camera minutes from January 11, 2022.

The Board came out of camera.



18.0 Promotion of CHCs: The Board discussed the issue raised by William – how to promote ConnectWell and community health centres. It was determined that a communication to our existing clients via email and regular post would educate the community on what the health centre has to offer. It was also suggested that an article in the local paper could have a wider reach.

19.0 Next meeting: February 22, 2022 @ 3:00 on Zoom

Staff presentation (Primary Care – Renfrew County) to take place @ 2:30 p.m.

Board attendance is voluntary

Respectfully submitted,

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

Deborah Duffy
Board Chair