



Board of Directors Meeting Minutes

March 23, 2021

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

Staff: Jane Coyle, John Jordan, Carol Anne McNeil, Penny Pitcher (presentation) Sarah Sark, Kara Symbolic, Becky Walker (resource)

Regrets: Bonny Johnson, Sharon Mousseau

- 1.0 Welcome:** Deborah welcomed everyone. She wanted to let staff know that Board are thankful for their hard work and efforts at this difficult time.
- 2.0 Presentation:** Penny Pitcher presented on the Infant and Child Development Program.
- 3.0 Approval of agenda:** Agenda approved as presented.
 - 3.1 Conflict of interest:** No conflict of interest declared.
- 4.0 Approval of minutes from February 23, 2021:** Minutes approved as presented.
- 5.0 Business arising from minutes**
 - 5.1 ConnectWell launch plan:** John presented an update on the organizational rebranding. Deborah is working with staff to respond to an individual who expressed concern that the logo is not sufficiently representative. She will update the Board if any further response is required.
 - 5.2 OHT update:** John reported that the Collaborative Decision-Making Agreement (CDMA) for the Lanark OHT has been submitted, and a steering committee meeting is scheduled for tomorrow. The group will take proposals from various partners on how to spend funding for the first two years. There has been discussion about hiring an executive lead to take care of administration. In Renfrew, Brenda has been attending meetings and calling on John if there are questions relative to what's been done in Lanark Leeds Grenville. Gwen asked if there is a role for the Whitewater Bromley Healthier Community Committee in the formation of the OHT in Renfrew. John replied that it's a question of what role governance will play at this point; he suggested that right now it's an operational exercise to meet application deadlines, but as things take shape, there will be a need for focus groups and more governance planning. He believes the deadline to submit the Renfrew application is the end of March; Carole said she has heard that there may be a request for an extension into early April. She pointed out that it appears there is



a great deal of work being done by the agencies involved, and asked how much additional work is being done by staff. John said until funding begins to flow, all work is being done by staff on agency time, with no in-kind staff support being provided in order to coordinate applications. Cynthia pointed out that in the initial OHT overview document there was emphasis on a community-based effort rather than having the process be led by hospitals. Richard added that this is where collaborative governance comes into play. He is concerned that there is a missed opportunity by not including governance in the early stages. The more governors engaged early on, the more equitable and community based it will be.

5.3 COVID update: John reported on the weekly meetings with LLG health unit partners on the COVID vaccine efforts. Phase 2 of the roll out will start April 1, with those 75+ as well as anyone with chronic conditions being eligible. A limited number of pharmacies in each health unit will be able to administer vaccines, along with fixed sites. Paramedics will be providing vaccines to home-bound individuals, with a limited number of vaccines for those with mobility issues. In Renfrew County, vaccine roll out is proceeding as well; Gwen confirmed that local residents have been receiving calls to determine if any assistance is required to book vaccination appointments.

6.0 **Board workplan for March:** No workplan items for this month.

7.0 **Operations Report:** John presented the Operations Report (formerly the ED/CEO Report) and explained the rationale for the new format. Tom asked if the new format was less onerous for staff; John replied that although the initial set up may have taken more time, he expects that moving forward it will not be as time-consuming. The Board expressed approval for the new format; John indicated that feedback is welcome, and asked that any comments be directed to him.

8.0 **Finance Committee report:** Carol Anne presented on Family Relief revenue sources. Cynthia asked if funding information is available in a table. Carol Anne said she and Mike Shane could pass along a table with the funding information. Carol Anne to follow up with Mike and forward information to Cynthia.

9.0 **Planning & Review Committee report:** Cynthia presented the March 3 meeting minutes. She thanked Maddy for their work on the amendment to the Alliance health equity charter and recognized Andrea for her service to the Board and the Planning & Review Committee. She indicated that the committee's focus will be starting the strategic planning process, with ongoing discussion at upcoming committee meetings. Morgan Hawn and Jane Coyle will be presenting on the Quality Improvement Committee in April, and Kara Symbolic will be presenting on Community Programs in May.



- 10.0 Nominating Committee report:** Barbara presented the March 11 meeting minutes. She informed the group that there are currently 4 openings, with 2 people expressing interest in applying. Advertising will be in local media shortly; applicants will be invited to the April Board meeting.
- 11.0 Governance Committee report:** Stephen presented the March 12 meeting minutes. He also shared a summary of the recent monthly Board meeting evaluation. Deborah asked if members would prefer to schedule a separate meeting if the regularly scheduled Board meeting goes over time. Tom asked for a definition of “over time” - he pointed out that in the past, there were many Board meetings that lasted over 2 hours. Stephen likes idea of continuing rather than stopping and having to pick up at a later date. Maddy suggested that if there is an agenda topic which might require longer discussion, a separate meeting could be scheduled, rather than trying to include the item in an already-full Board meeting agenda. Richard suggested considering starting an hour earlier, which would provide 2 hours, with the option of going over time without extending into the evening. John agreed with the idea of continuing discussion rather than scheduling a separate meeting, and suggested that starting Board meetings earlier would be fine unless we get new Board members who have work conflicts. Deborah will consider options presented and will report back to the Board with her recommendations.
- 12.0 Whitewater Bromley Healthier Community Committee report:** Gwen presented the February 22 meeting minutes.
- 13.0 Informational items**
- 13.1 Alliance Power in Community Conference, June 16-17, 2021:** John told the group that because the conference will be held virtually, there will be fewer costs incurred (no travel required) and therefore more Board members will be able to attend if they wish to do so. He encouraged anyone interested to contact Becky with their session preferences so she can register Board members before April 30 to take advantage of the Early Bird registration rate.
- 14.0 Correspondence**
- 14.1 Update on the 2021/2022 Quality Improvement Plans (QIPs) – Ontario Health:** John informed the Board that the HQO QIP is still on hold. No action required at this time.
- 14.2 LHSIA s.20 Notice and Extension of Multi-Sector Service Accountability Agreements:** John asked for Board approval to have Deborah sign the extension of the organization’s current MSAA. The Board approved; Becky to insert electronic signatures for John and Deborah and submit.
- 14.3 Letter of thanks from Children’s Resources on Wheels:** Deborah shared a letter from CROW thanking community partners and organizations, including LRHCS.



14.4 Health System Recovery – Ontario Health: John shared correspondence from Ontario Health; no action required at this time.

15.0 New Business

15.1 Annual Report: Kara asked the Board to provide input on the upcoming Annual Report; she directed Board members to the website for examples of previous reports and suggested that any ideas be emailed to her. Maddy suggested taking our new name and using the image of connecting everything together. Carole pointed to the pages profiling retiring staff as a highlight of last year's report. She suggested significant acknowledgment of staff contributions this year, with COVID, the OHT transition, and rebranding. Sarah pointed out that there is a theme of evolution across multiple fronts. Richard asked if there is a deadline to submit ideas to Kara; she indicated that there is currently no firm deadline, and all ideas would be welcome.

16.0 Availability for cheque signing

17.0 Next meeting: April 27, 2021 at 3:00 p.m. on Zoom (**Please note that Board applicants will be invited to attend this meeting**)

Respectfully submitted,

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

Deborah Duffy
Board Chair