



Land Acknowledgement Statement

We acknowledge that the land where we work and gather is the traditional unceded territories of the Indigenous nations who have lived on these lands since time immemorial. In particular, we acknowledge the Anishnaabeg (Ah-nish-in-a-bek), Huron-Wendat, Haudenosaunee (Ho-den-no-show-nee), Oneida, and Algonquin peoples. We are grateful to live and work on this land, and to work in allyship with Indigenous communities. Let us learn from the Indigenous caretakers of this land about the sacred relationships and responsibilities that we have to each other and to these beautiful lands that give us what we need to live a healthy life.

Board of Directors Meeting Minutes

March 26, 2024

Present: Tom Baumgartner, Bruce Brough, Carole Devine, Nick Dibdin, Jean Dunning, Kim Groskleg, Miriam Hunt, Kim O'Connor, Jan Paul Barr, Mary Lou Pratt, Lesley Scharf

Staff: Emily Frizell, Brenda Powers Ross, Sarah Sark, Corrie Stewart, Becky Walker (resource)

Regrets: Tabrae Knapp, David Moat

Presentation: Emily Frizell and Brenda Powers Ross reported on the HQO cQIP.

- 1. Welcome:** Jean welcomed everyone and called the meeting to order at 3:30 p.m.
 - 1.1. Land acknowledgement statement: Mary Lou Pratt shared a land acknowledgement statement including memories of the Royal Winnipeg Ballet's performance of Going Home based on the writings of Joseph Boyden.
 - 1.2. Confirmation of quorum: Jean confirmed quorum.
- 2. Approval of agenda:** Approved as presented.
 - 2.1. Conflict of interest: Jean reminded attendees to declare a conflict of interest at any time.
- 3. Approval of minutes:** The minutes of January 23 were approved as presented and will be posted to the ConnectWell website. The minutes of February 27 were approved but will not be posted to the website, as it was not an official Board meeting (no quorum).
- 4. Business arising from minutes:**
 - 4.1. Statement to staff re: Autism Services (see item 13.1 in February minutes): The following statement was entered into the meeting minutes: Despite recent changes to funding, the Board is dedicated to supporting the maintenance of current staff positions in the Autism program.
- 5. New business**
 - 5.1. 2024-25 Multi-Sector Service Accountability Agreement Extending Letter and Memo: Sarah provided a brief overview of the MSAA and impacts on the organization with regards to targets

and funding. The Board approved the MSAA extending letter; to be signed by Jean and Sarah and submitted to Ontario Health.

- 5.2. Discussion re: Policy 6.01.12 Contracting Services of Directors (**IN CAMERA**): The Board went in camera to discuss recommended changes to policy 6.01.12. The Board came out of camera; changes to policy 6.01.12 were approved.
- 5.3. Alliance conference June 5-6 - Co-designing the Future of Primary Health Care: Sarah noted that our budget will allow the Alliance Liaison (Bruce) and one additional Board member to attend the conference.

6. Board workplan items for February:

- **Begin planning for Annual Meeting (speaker, location, date):** Jean reached out to Calvin Neufeld and confirmed he is available June 25. The Board approved booking Calvin as the guest speaker for this year's Annual Meeting. He will speak on social justice, equity, diversity, and inclusion in healthcare, and share thoughts on how our organization can foster these principles.

Board workplan items for March:

- **Ensure the organization conforms to by-laws:** Tom confirmed on behalf of the Governance Committee that the organization does conform to the by-laws.
- **Generative discussion or education session:** Removed due to lack of time.
- **Initiate CEO performance review process:** Jean has begun the performance review process. Surveys have been sent out to Board members, senior staff, and Sarah's peers (partners); feedback is due April 5.

7. Report from the Chief Executive Officer: Sarah presented her report.

8. Finance Committee report: Kim reported on the work of the committee and presented the following documents:

- 8.1. February 12 Finance Committee meeting minutes: For information only.
- 8.2. Q3 Financial Report by Part and Program: Approved.
- 8.3. Q3 Financial Report by Part and Budget: Approved.
- 8.4. Q3 Statement of Position: Approved.
- 8.5. LEIP 2024 Budget: Approved. This item came directly to the Board for approval before fiscal year end for the organization.
- 8.6. LEIP 2023 Audited Financial Statement: Approved.
- 8.7. MOH 2022-23 Funding Audit Report: Approved.

9. Governance Committee report: Tom reported on the work of the committee and presented the following documents:

- 9.1. February 15 Governance Committee meeting minutes: For information only.
- 9.2. Policy 6.01.14 Retention, Storage, and Safekeeping of Client and Corporate Records: Approved.
- 9.3. Policy 6.01.15 Disposal of Client-Corporate Records: Tom to edit and bring back next month for Board approval.

- 9.4. Policy 6.01.17 Advocacy Positions: Approved.
- 9.5. Policy 6.01.18 CEO Succession Plan, Core Function – Emergency Coverage: Approved.
- 9.6. March 6 Governance Committee meeting minutes: For information only.
- 9.7. Policy 6.01.10 Director and Community Member Orientation and Training: Approved.
- 9.8. Policy 6.01.11 Corporate Obligations: To go back to Governance with suggested edits to be made by Tom.
- 9.9. Policy 6.01.19 Dissolution of the Corporation: Approved.
- 9.10. Policy 6.01.21 In-Camera Sessions: Approved.

- 10. Renfrew County Healthier Community Committee report:** Miriam reported on the work of the RCHCC to redraft the Terms of Reference. Their goal is to have a redrafted Terms of Reference for approval at the May Board meeting.
- 11. Planning & Review Committee (Committee X) report:** Carole reported on the work of the committee and presented the January 17 meeting minutes for information only. She noted that there was no meeting in March due to a lack of quorum. The committee may have a revised Terms of Reference and workplan for Board review/approval in April.
- 12. Nominating Committee report:** Jean reported on the work of the committee. She has reached out to all returning Board members regarding their interest in committees. Nominating is in the process of sending out recruitment packages for new Board members and discussing bringing in new community members on committees. Kim O'Connor will be leaving the Board this year at the end of her second three-year term but has agreed to stay on as a community member on the Finance Committee.
- 13. Alliance Liaison report:** Sarah reminded everyone to indicate their interest in attending the Alliance AGM and conference in June. Any Board members who would like to attend should contact Jean.
- 14. Information items:** Jean presented the information items; no questions at this time.
- 15. Availability for cheque signing:** Both Jean and Tom will be away in April; Kim is available for cheque signing.
- 16. Next meeting:** April 23, 2024, in the Jordan Room @ Lanark site (207 Robertson Drive, Lanark)
 - Presentation @ 3:00 p.m. (Connections – Jane Coyle)
 - Board meeting @ 3:30 p.m.
- 17. Meeting adjournment:** Jean adjourned the meeting at 5:10 p.m.