

Minutes of the Board of Directors Meeting Held on February 14, 2022 Virtual Meeting		
PRESENT	Charis Romilly Turner (Executive Director) Deborah Creatura (Chair) Melaine Chiu Erin Fordyce Rami Garg Judy Geary Emily Griffith Eric Josipovic Colin Mang Louis Pike Allison Trenholm Karen Trzaska	
REGRETS	Kateryna Shpir	
ABSENT	Anita Marziliano	
GUESTS	Carol Barbosa (Health Promotion Manager) Meena Kumari Chadha (Counsellor) Jill Macdonald (Counsellor) Rosalynn Santos (Counsellor)	
RECORDER	Michelle Benitez	
ITEM	DESCRIPTION	FOLLOW UP
1. Welcome	Board members and guests welcomed. Meeting is taking place virtually amid the COVID-19 pandemic.	
Establishment of Quorum	Quorum Met.	
2. Consent Agenda	Board approved the Consent Agenda consisting of the following items: <ul style="list-style-type: none"> - Approval of Agenda - Declaration of Conflict of Interest - Approve the following Minutes of Meetings (exclusive of Business Arising): <ul style="list-style-type: none"> • Regular board meeting of January 17, 2022 • In-Camera board meeting of January 17, 2022 	

	<p>Motion to Approve Consent Agenda. Moved By Eric Josipovic Seconded By Louis Pike Carried</p>	
<p>3. Program Report: Counselling</p>	<p>Stonegate CHC’s Counselling Team was invited to provide an overview on services and programs offered at the Centre. Report was included with tonight’s meeting package.</p> <p>The Team is composed of three Counsellors with diverse skill sets and backgrounds including social work, psychotherapy, cognitive behaviour therapy, expressive art therapy, and mindfulness programming. The Team provides mental health supports addressing social determinants of health, working collaboratively with the interdisciplinary team at the Centre. Services include individual and group counselling, community programming, in addition to a long standing partnership with Etobicoke School of the Arts for student counselling. Both internal and external referrals for counselling are accepted, and the approximate wait time is 6 weeks.</p> <p>The pandemic has further heightened mental health challenges and the increased need for case management. Several initiatives were created to assist individuals facing technology barriers and isolation, and also ensuring community support and engagement. The Team was able to pivot offering virtual programming and outdoor activities where feasible. For other groups, it was important to continue engagement offline and send weekly mail outs with activities as another form of keeping in contact. Groups have also been engaged in the City of Toronto’s neighbourhood pods program, allowing community members to provide mutual aid to one another. Through available grants, clients in need have been offered laptops and training to access services, create email accounts, access virtual platforms, among other support.</p> <p>The Counselling Team discussed the need for additional staffing and funding support for counselling services and programs in the community. In addition, the pandemic has resulted in an emerging need for increased mental health support for the Centre’s staff.</p>	
<p>4. Executive Director’s Report</p>	<p>Board meeting package includes the Executive Director’s Report. Charis highlighted a few updates:</p> <ul style="list-style-type: none"> • The Centre held another vaccine clinic with Toronto Public Health on January 24th. There were 40 individuals vaccinated including children. In total, Stonegate CHC has supported 22 	

vaccine clinics in the community. The pharmacy located in the lobby will receive enough supply to continue offering vaccines for all age groups. LAMP CHC will also be hosting two vaccine clinics in the month of February.

- Today, the Centre received a shipment of Rapid Antigen Tests for staff use. Charis is hopeful that as Covid cases decline, the Centre will be able to gradually re-open certain services and programs in the coming weeks.
- In tonight's meeting package, the Board received Stonegate CHC's Q3 financial statements for review. Charis reviewed the three funding types and current variances.

Charis flagged a forecasted deficit of \$57,021.96 due to property tax owed to the Centre. The City has been unable to process the Centre's property tax rebate as the building still needs to be assessed. The Finance team is working with the landlord and the City to finalize the property assessment documentation.

Some of the surpluses identified are related to timing of expenses, and pending approvals with funders for reallocation of funds. In the past years, the Centre has adjusted staffing using physician funding to staff a physician and hire additional clinical support. This year, the reallocation is 0.2FTE of a physician salary. The Permission from Ontario Health is not given until the end of the fiscal year. In past years, Ontario Health/TCLHIN has granted permission on this arrangement; however, it is not guaranteed this will always occur. This is an ongoing issue, which is flagged on the Risk Register.

- Charis noted the West Ontario Health Team (WOHT) agreement is valid until September 2022. A request was submitted to the Ministry of Health (MOH) to extend deadlines for work plan items and reallocate some funding to the next fiscal year. WOHT had to pause or delay work underway due to redeployments related to the pandemic. It is uncertain at this time if the WOHT agreement will be extended.
- In tonight's meeting package, the Board received the annual Employment Standards Act (ESA) Compliance Report for review and information. This report confirms compliance with ESA. Charis discussed reviews and proposed changes being considered to personnel policies, all in accordance with ESA.

<p>5. Board Goals</p>	<p>Prior to this meeting, Deborah circulated the proposed Board Goals for 2022 via email for the Board’s review and final feedback. The Board approved the following set of Board Goals for 2022:</p> <ol style="list-style-type: none"> 1. Provide support in the planning and execution of Stonegate CHC's 30th anniversary. 2. Board education – review the opportunity for an education committee. 3. Succession Planning 4. To consider the implementation of a balanced scorecard. 5. Support and outreach for 2022 AGM. <p>Motion to accept the Stonegate CHC’s Board of Directors Goals for 2022. Moved By Melaine Chiu Seconded By Rami Garg Carried</p> <p>It was noted that these identified goals are measurable. However, any decisions and board discussions should also take into consideration factors such as staff and board resiliency, and increasing the Centre’s panel size.</p> <p>Colin discussed the importance of the Centre’s panel size, which is directly linked to MOH funding. The panel size is based on the number of clients being seen at the Centre for primary care and MOH has set a target for every CHC. Stonegate CHC had made an agreement to increase and meet its panel size once established in the new building. Currently, the panel size target has not been met and the pandemic has been a significant factor. Charis informed that while the Centre is working towards meeting its panel size, there has been a significant increase in new client intake of 38%. The pandemic has been a major deterrent in many clients holding off from being seen, and this does affect the panel size. Charis noted that it is important for Stonegate CHC to remain in the ball park, and benchmark with other CHCs in meeting their targets.</p>	
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<p>6. Committee Reports</p>	<ul style="list-style-type: none"> ● Governance Deborah informed the Committee has created a work plan and is on track. Charis flagged changes in requirements for the Centre’s next accreditation review, and the Committee may need to start planning and developing a work plan. Previously, the Board has updated and revised required policies in a timely manner; however, it is now required that these policies be in place for at least year. In preparation for the Centre’s next accreditation, these policies will need to be ready by August 2022. The Board may want to consider asking for an extension to the accreditation process. ● Strategic Directions Tonight’s meeting package included a draft Terms of Reference (TOR) to create a Board Education Committee. This Committee would ensure the Board has the competencies required to carry out their role and identify gaps where education and training is required. Motion to approve the Board Education Committee’s Terms of Reference as presented. Moved By Emily Griffith Seconded By Colin Mang Carried As next steps, the Board was asked to review the TOR and volunteers interested in joining this Committee should email Deborah prior to next board meeting. 	<p>Board members interested in joining the Board Education Committee to email Deborah.</p>
<p>7. Board Liaison Update</p>	<p>Deborah attended the Alliance’s latest webinar and provided updates on upcoming work and deadlines:</p> <ul style="list-style-type: none"> - Call for Resolutions to include in the Alliance’s AGM on June 7th must be submitted by February 25th. - Nominations to be part of the Alliance’s Board of Directors due February 16th. - Nominations for the Transformative Change Awards due February 22nd. - In March, the Alliance will be sending Boards their Black Health Strategy for review and feedback. - The Primary Health Care Conference is scheduled to take place on June 8-9th, 2022. - Boards will have the opportunity to test the Self-Equity Self-Assessment Tools developed, and provide feedback. More updates on their launch will come shortly. 	

	<p>- Part 2 training of the Governor to Governor Anti-Black Racism training is scheduled for April 5th. The Alliance is inviting all board members who attended their initial training. Deborah attended the first training on behalf of the Board. Charis will send Deborah the training details.</p> <p>In tonight’s meeting package, the Board received the Alliance’s Strategic Plan for 2022-2027 for review. The Alliance is requesting feedback to their Strategic Plan by end of March, and have asked that all Boards provide input to specific questions. Board reviewed the questions and provided general feedback. Overall, it appears the strategic plan has identified goals that may be too ambitious to achieve in a 5-year period. Board suggested adding a KPI measuring sociodemographic data for board members, and holding more educational speaker series for its members. Board agreed that the Alliance should be seen as a channel for advocacy on behalf of its members instead of a coordinating body.</p> <p>Board will review the Alliance’s Strategic Plan and email Erin and Charis with their feedback to the questions. Erin will compile information with Charis for submission.</p> <p>Board discussed the collaborative governance model versus hospitals’ role and infrastructure as set by Ontario Health, and how it is presented in the Alliance’s Strategic Plan. Charis will prepare further information on potential implications and risk management to discuss at the next Strategic Directions Committee.</p>	<p>Board to provide feedback on Strategic Plan to Erin. Charis and Erin to compile feedback for submission.</p> <p>Charis to prepare information on risk management for discussion at Strategic Directions Committee.</p>
<p>8. In-Camera</p>	<p>In-camera meeting took place to discuss best practice for time accountability.</p> <p>Motion to go In-Camera at 9:00pm. Moved By Deborah Creatura Seconded By Louis Pike Carried</p> <p>Motion to go out of In-Camera at 9:35pm. Moved By Judy Geary Seconded By Eric Josipovic Carried</p>	
<p>9. Other Business</p>	<p>No items were discussed.</p>	

<p>10. Adjournment of regular meeting</p>	<p>Motion to adjourn regular board meeting. Moved By Louis Pike Seconded By Rami Garg Carried</p> <p><i>Alborah Treutner</i> _____ President</p> <p>March 21, 2022 _____ Date</p> <p><i>C Romilly Turner</i> _____ Secretary or Designate</p> <p>March 21, 2022 _____ Date</p> <p>Upcoming Meetings: • Next regular Board Meeting – March 21, 2022</p>	
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