



Minutes of the Board of Directors Meeting Held on January 17, 2022 Virtual Meeting		
PRESENT	Charis Romilly Turner (Executive Director) Deborah Creatura (Chair) Erin Fordyce Rami Garg Judy Geary Emily Griffith Eric Josipovic Colin Mang Anita Marziliano Louis Pike Kateryna Shpir Allison Trenholm Karen Trzaska	
REGRETS	Melaine Chiu	
ABSENT		
GUESTS	Richard Blaszcak (Chiropracist)	
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	<p>Board approved the Consent Agenda consisting of the following items:</p> <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 December 20, 2021 • In-Camera board meeting of December 20, 2021 <p>Motion to Approve Consent Agenda. Moved By Colin Mang Seconded By Anita Marziliano Carried</p>	

<p>3. Program Report: Chiropody</p>	<p>Richard Blaszcak, Stonegate CHC’s Chiropodist, was invited to provide an overview on Stonegate CHC’s chiropody care services.</p> <p>Chiropody care includes a variety of medical services ranging from nail and skin care to orthotics and in-office surgeries. These services are generally offered through private practitioners and are not covered by OHIP. However, Stonegate CHC is among the publicly funded clinics (via Ontario Health) that can offer these services at no cost. These services are available to all ages and a referral is not required. Currently, there is no wait list and individuals can book an appointment directly.</p> <p>Richard discussed the key benefits and importance of preventative care, especially in treating and preventing serious complications that can result in amputations. It was also noted that orthotics are done on-site at no cost to non-insured/low-income individuals. These costs are covered through insured individuals that are charged a reduced fee for their orthotics. Through Ontario Health there is also funding available to assist patients with offloading devices to treat and prevent diabetic foot ulcers.</p> <p>At the beginning of the pandemic, the Chiropody College imposed many restrictions on service delivery for safety reasons. There was a drop on the amount of clients served but not on the number of visits, and this was due to patients with more complex cases requiring more frequent visits. It is expected that more patients will be returning as the pandemic situation improves.</p> <p>Richard discussed the need to purchase a podiatry drill, which is a standard tool used by Chiropodists. Board agreed with request if budget allows. Charis will confirm budget for this expense.</p>	
<p>4. Executive Director’s Report</p>	<p>Board meeting package includes the Executive Director’s Report.</p> <p>Charis highlighted a few updates:</p> <ul style="list-style-type: none"> • Charis discussed current pandemic context. There have been staffing challenges with a 17% absenteeism. Cohorts were established as a strategy to allow teams to rotate and work from home where possible. Stonegate CHC remains committed to being open but may not be able to offer all services if there are staff shortages. Based on the provincial quarantine measures, the Centre has chosen to be placed as a High Risk setting, in order to stay on the side of caution given the high number of unvaccinated in the community. 	

	<ul style="list-style-type: none"> • Board discussed concerns with staff dealing with clients in a mental health crisis. Part of the Centre’s protocols include calling 911 if staff feel at risk, and encouraging all staff to submit an incident report to flag issues. Managers are also close to the front-desk area to provide support, and posters on the Centre’s Code of Conduct are being prepared to post around the Centre. Staff de-escalation training will be resuming online and will be available to all staff; this training was previously offered in-person and was paused due to the pandemic. Charis noted the Board’s suggestion on utilizing the Police’s Mobile Crisis Team in these situations. • Stonegate CHC will be holding another Covid-19 vaccine clinic run by Toronto Public Health on January 24th. Individuals must make an appointment. • Stonegate CHC’s Communication Plan for 2022-2023 was included in tonight’s meeting package for reference. Document provides a breakdown of audience, strategy, purpose, and staff leading the initiatives. Board agreed there is a need for broader communication in the community to outreach more people. There is also an opportunity to share information with partner networks, and all are encouraged to circulate among personal contacts. The National Day for Truth and Reconciliation will be added to the list. • Board received the Joint Occupational Health & Safety Compliance Report (Q1 & Q2). This report is produced twice a year; however, Charis will continue to include updates in the monthly Executive Director Report. • Charis requested the Board’s feedback on the items to cover in the monthly Executive Director Report. The Board agreed it is helpful to have information presented in a format similar to the Risk Register. Information of interest include critical decisions related to operations, political and external factors, key achievements, new developments, and memorable client and staff moments. 	<p>Charis to revise Communication Plan with the Board’s input.</p>
<p>5. Board Goals</p>	<p>Every year in January, the Board’s goals are refreshed identifying the specific goals the Board would like to accomplish by end of year. Board brainstormed potential goals for this year:</p> <ul style="list-style-type: none"> - Organizational resiliency - Recruiting new board members 	<p>Suggestions for this year’s Board Goals to be sent to Deborah.</p>

	<ul style="list-style-type: none"> - Succession planning for the Board’s Executive Officers. - Helping plan the Centre’s 30th anniversary, including planning and outreach for the upcoming AGM. <p>Deborah will be compiling a list of potential goals to review and approve at February’s meeting. Any suggestions on potential board goals can be sent to Deborah.</p>	<p>To approve Board Goals at February’s meeting.</p>
<p>6. Voting for Board Vice President</p>	<p>Voting took place anonymously to select this year’s Board Vice-President. Colin Mang and Eric Josipovic expressed interest in this position. Both had an opportunity to discuss their qualifications to take on this role for the Board’s consideration prior to voting.</p> <p>The Board appointed Colin Mang as Vice-President, joining the Board Executive Officers approved at last month’s board meeting.</p> <p>Motion to appoint Colin Mang as the Board’s Vice-President. Moved by Louis Pike Seconded by Deborah Creatura Carried</p>	
<p>7. Committee Reports</p>	<ul style="list-style-type: none"> ● Governance Committee will be holding their first meeting on February 8th and will report back at the next board meeting. The assignment of board mentors and mentees has been established. New members (mentees) have been paired with returning members to help guide them with any questions they may have. ● Strategic Directions Committee is working on developing a Balanced Scorecard. This will be an important performance measurement tool with the data currently available. Draft will be presented to the Board for review and approval. <p>A Strategic Priorities Status Report was included with tonight’s package, outlining progress to date on key performance indicators. Report also included an appendix with an Annual Equity Report highlighting population, language, immigration and identify, and income of clients served at the Centre. Charis noted there was an update to item 3.2 moving this indicator out of the “red” status. It was confirmed that the staff working on housing initiatives were redeployed to assist with 15 vaccine clinics, and the Funder had approved rediverting funding for Covid-19 efforts. Charis noted the</p>	

	<p>Strategic Priorities Status Report may change and transition to the Balanced Scorecard format the Committee is working on.</p> <p>Lou proposed the following changes to the Committee’s Terms of Reference (TOR) for the Board’s review and approval:</p> <ul style="list-style-type: none"> - Holding an annual review of the TOR at January’s board meeting (versus a bi-annual review). - Changing wording to indicate “at least” four board members be part of the Committee. <p>Motion to review the Strategic Directions Committee’s Terms of Reference on an annual basis at January’s board meeting instead of holding a bi-annual review. Moved By Colin Mang Seconded By Deborah Creatura Carried</p> <p>Motion to change wording in the Strategic Directions Committee’s Terms of Reference to indicate that Committee membership should include at least four members. Moved By Emily Griffith Seconded By Judy Geary Carried</p> <p>Committee will be relooking their role in event planning and establishing when to crossover and involve the Centre’s staff. An update will be provided at the next board meeting.</p>	<p>Committee to review role in the Centre’s event planning.</p>
<p>8. Board Liaison Update</p>	<p>Deborah will be attending the Alliance’s upcoming webinar scheduled for this week, and she will report back to the Board.</p>	
<p>9. Executive Director Evaluation</p>	<p>In-camera meeting took place to discuss the Executive Director’s evaluation.</p> <p>Motion to go In-Camera at 8:55pm. Moved By Louis Pike Seconded By Deborah Creatura Carried</p> <p>Motion to go out of In-Camera at 9:28pm. Moved By Judy Geary Seconded By Anita Marziliano Carried</p>	

<p>10. Other Business</p>	<p>Erin had sent the Board information on the Alliance’s on-demand training available on “Governing for Health Equity”. This course has an approximate time commitment of 5 hours (5 modules) and it available for the Board to access for up to 3 years. Deborah and Charis confirmed there is funding available should the Board be interested in participating. Deborah will circulate course details via email.</p>	<p>Deborah to email the Board course details.</p>
<p>12. Adjournment of regular meeting</p>	<p>Motion to adjourn regular board meeting. Moved By Rami Garg Seconded By Judy Geary Carried</p> <p> _____ President</p> <p>Feb. 14, 2022 _____ Date</p> <p> _____ Secretary or Designate</p> <p>Feb. 14, 2022 _____ Date</p> <p>Upcoming Meetings: • Next regular Board Meeting – February 14, 2022</p>	