

# STONEGATE

Community Health Centre


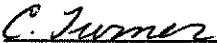
Minutes of the Board of Directors Meeting  
Held on June 21, 2021  
Virtual Meeting

<b>PRESENT</b>	Charis Romilly Turner (Executive Director) Mary Wood (Chair) Deborah Creatura Alessandro Manduca-Barone Colin Mang Louis Pike Kateryna Shpir Karen Trzaska Alicia Tyson	
<b>REGRETS</b>	Erin Fordyce Rami Garg Lystra Singh	
<b>ABSENT</b>	Anita Marziliano Reham Teama	
<b>GUESTS</b>		
<b>RECORDER</b>	Michelle Benitez	
<b>ITEM</b>	<b>DESCRIPTION</b>	<b>FOLLOW UP</b>
1. Welcome	Board members welcomed Charis Romilly Turner as the new Executive Director.  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"><li>- Approval of Agenda</li><li>- Declaration of Conflict of Interest</li><li>- Approve the following Minutes of Meetings (exclusive of Business Arising):<ul style="list-style-type: none"><li>• Regular board meeting of May 17, 2021</li></ul></li><li>- Accept the following items:<ul style="list-style-type: none"><li>• Modifications of Board Calendar of Compliance.</li></ul></li></ul> <p><b>Motion to Approve Consent Agenda.</b> <b>Moved By Kateryna Shpir</b> <b>Seconded By Deborah Creatura</b> <b>Carried</b></p>	

	<p>Charis noted modifications to the Board Calendar. This year, QIP was not completed as Ontario Health waived this mandatory requirement due to the pandemic. It was also noted that the annual ED Evaluation was not conducted as per the transition of the ED at the end of May.</p>	
<p>3. Draft Audited Financial Statements</p>	<p>Kateryna, Mary, and Charis met with the Auditors to review Stonegate CHC's 2020-2021 audited financial statements. Overall, the Auditor indicated that the Centre is in good financial standing and there were no further recommendations for improvements.</p> <p>Feedback was provided on the need to do an RFP to consider other auditing firms for next year's financial review. Board agreed to undergo an RFP process and have the successful firm selected for approval at the upcoming AGM.</p> <p>Board received audited financial statements for review and approval.</p> <p><b>Motion to accept the Auditor's Report and financial statements, and recommend approval at the Annual General Meeting. Moved By Kateryna Shpir Seconded By Louis Pike Carried</b></p> <p>Audited financial statements will be recommended for approval to members at the upcoming AGM.</p>	<p>Stonegate CHC to undergo RFP for an auditing firm.</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"> <li>• Report included update from the Berry Road Food Co-op's Board of Director on their decision to immediately cease operations. Following this update, the Centre reached out to confirm communication which can be shared with the community. They have informed that there has been renewed interest from members to support the Food Co-op. Charis is waiting for further direction from their Board; they agreed to provide an update in a week's time.</li> </ul> <p>Board discussed the implications of the Berry Road Food Co-op potentially ceasing operations and the community development funds under the city of Toronto's Section 37. There are concerns the community can lose these funds and the food source it desperately needs. Alternatively these funds could go towards beautifying The Queensway.</p>	

	<p>While it was acknowledged these funds are owed to the community itself, there are opportunities for Stonegate CHC to play a role in delivering food security resources in the community. As a first step, the funds must be secured to the community for food security. Thereafter, planning can take place with the landlord and the community to decide how to best implement.</p> <p>Charis is expecting communication from the Food Co-op on their final decision, and will forward to the Board to decide on next steps. If they move forward with operations, the Centre will set up a meeting to confirm their direction and ensure the community is updated.</p> <p>As a long-term solution towards food security in the community, Charis discussed capacity building within the community as an innovative option. Further updates will be provided to the Board.</p> <ul style="list-style-type: none"> <li>• Physician recruitment is underway to hire a 0.8 FTE Physician. Posting closed on June 18<sup>th</sup> and interviews will be taking place next week with the top three candidates.</li> <li>• Ontario Health (formerly TC LHIN) requested CHCs to submit a new report on the Centre's Primary Health Care Active Clients and Waitlist. Charis noted that Stonegate CHC's panel size has dropped to 73%; however, this was expected due to the current pandemic and transition to new EMR (electronic health records) system. Ontario Health has requested that CHCs submit a mitigation for addressing panel size and waitlists. Stonegate's current waitlist status is 250 people and with an average wait of seven months. Charis provided initial feedback and mitigation strategies, which can include updating the eligibility criteria, quality improvement workflows, among other initiatives. It was noted that there are different population groups served at CHCs with different levels of complexity of care. CHCs with 100% panel size also hold double the resources which can further assist in meeting their target. Charis will report back to the Board on alignment with the quality improvement plan submitted to Ontario Health, progress made on addressing panel size and waitlists at the Centre.</li> <li>• The South Etobicoke Cluster will be working on vaccine hesitancy strategies to improve vaccination uptake in the area. It was identified that the Stonegate community has a 65% vaccination uptake which is quite low.</li> </ul>	<p>Charis to bring back to the Board progress made on addressing panel size and wait lists at Stonegate in the future.</p>
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	<ul style="list-style-type: none"> <li>• Charis informed on discussions taking place across the sector on planning and visioning on the new normal. There are opportunities for Stonegate CHC to offer a hybrid model, offering both virtual and in person programs and services. Charis will be holding meetings with the leadership team and staff to develop a framework.</li> <li>• Board received the annual Client Experience Survey 2020-21 for review and information. Charis is taking into account this information in planning the new normal for Stonegate CHC.</li> <li>• Board was reminded of upcoming Governor to Governor sessions taking place on Sept 23<sup>rd</sup> and Oct 21<sup>st</sup>.</li> </ul>	
<p>5. Committee Reports</p>	<ul style="list-style-type: none"> <li>• <b>Governance</b>  Kateryna provided an update on the upcoming board recruitment for the coming year. There are three confirmed vacancies. The following schedule was proposed for board recruitment: <ul style="list-style-type: none"> <li>- Mid-August – Active recruitment</li> <li>- Early October – Board interviews to take place</li> <li>- October 18<sup>th</sup> – Committee to recommend slate to the Board for approval to bring forward to membership at the AGM.</li> <li>- November 6<sup>th</sup> – AGM to take place. New board members to be presented for approval by membership.</li> </ul> <p>Motion was made to move forward on holding Stonegate CHC’s AGM on November 6<sup>th</sup>.</p> <p><b>Motion to hold Stonegate CHC’s AGM on November 6<sup>th</sup>, 2021.</b>  <b>Moved By Deborah Creatura</b>  <b>Seconded By Louis Pike</b>  <b>Carried</b></p> <p>Orientation of new board members will take place the week of November 8<sup>th</sup>. The first meeting for the new board year (2021-2022) will commence on November 15<sup>th</sup>.</p> </li> <li>• <b>Strategic Directions</b>  Alicia and Lou met with Charis to bring her up to speed on the Committee’s work to date and work plans.   Committee’s next meeting is scheduled in July and will include discussion on refreshing the Centre’s strategic plan, instead of creating a completely new plan. The refreshed strategic plan will</li> </ul>	

	take into account current resources available, such as the environmental scan, the futurist presentation, and metrics. Committee will review and determine how to best align with the strategic goals and objectives.	
6. Board Liaison Update	Erin was not able to attend tonight's meeting; she provided Mary with an update on the Alliance's recent AGM and policy resolution motions approved. Erin confirmed she voted in favour of all resolutions on behalf of the Stonegate CHC Board. It was noted that there was minor wording changes but the content was not changed. Charis mentioned there was a resolution requested to have water as a standalone item separate from food security/right to food.	
7. Other Business	Official announcement from the Board on the Centre's ED transition needs to be circulated with all stakeholders. Colin will draft communication and forward to the Board for review.  Official announcement will be posted on Stonegate CHC's website and circulated to all CHCs, elected officials, landlords, and all other networks as appropriate.	Colin to draft official announcement on behalf of the Board.
8. Adjournment of regular meeting	<p><b>Motion to adjourn regular board meeting.</b>  <b>Moved By Louis Pike</b>  <b>Seconded By Colin Mang</b>  <b>Carried</b></p> <p>  _____  President</p> <p>August 16, 2021  _____  Date</p> <p>  _____  Secretary or Designate</p> <p>AUG. 16, 2021  _____  Date</p> <p>Upcoming Meetings:  • Next regular Board Meeting – TBD</p>	