



Minutes of the Board of Directors Meeting Held on March 21, 2022 Virtual Meeting		
<b>PRESENT</b>	Charis Romilly Turner (Executive Director) Deborah Creatura (Chair) Melaine Chiu Erin Fordyce Judy Geary Eric Josipovic Colin Mang Louis Pike Kateryna Shpir	
<b>REGRETS</b>	Rami Garg Emily Griffith Allison Trenholm Karen Trzaska	
<b>ABSENT</b>	Anita Marziliano	
<b>GUESTS</b>	Stephanie Cullen-Conroy (Dietician) Kasia Tupta (Dietician)	
<b>RECORDER</b>	Michelle Benitez	
<b>ITEM</b>	<b>DESCRIPTION</b>	<b>FOLLOW UP</b>
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"> <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 February 17, 2022</li> <li>• In-Camera board meeting of February 17, 2022 with change.</li> </ul> </li> </ul> <p><b>Motion to Approve Consent Agenda.</b> <b>Moved By Louis Pike</b> <b>Seconded By Melaine Chiu</b> <b>Carried</b></p>	

<p>3. Program Report: Dietician Program</p>	<p>Stonegate CHC’s Dietician 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 two Dieticians, offering nutrition assessment, education and counselling to clients in the catchment area, in addition to community programs. There is a focus on providing a weight inclusive approach to reduce weight bias and stigma. Through their programs, such as the Cooking Club and the Food Fit, individuals are involved in cooking demonstrations, and learn about nutrition and overall well-being. Several partnerships and collaborations have been created providing grant funding and additional resources, such as the Community Food Centre Canada (CFCC) and Ryerson University.</p> <p>Among numerous agencies across Canada, Stonegate CHC was selected as an Anchor Sites for CFCC’s Food Fit Program. This one year funding will allow the Centre to build capacity for other organizations who have never delivered such a program. The learnings and successes from Stonegate CHC’s previous Food Fit program offerings will be adapted to redesigning and scaling the program to implement at other partner sites.</p> <p>The Dietician Team discussed the need to secure funding for permanent staff to continue to deliver nutritional programs. The majority of funding is via limited grants and it is not sustainable.</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>• Activity at the Centre is slowly ramping back up with more in-person programming, where safe to do so, and staff coming back onsite more frequently.</li> <li>• Charis confirmed Ontario Health has approved the Centre’s request to reallocate 0.2FTE of a physician salary from this year’s funding.</li> <li>• The Stonegate CHC Client Survey has been launched with a set target of 200 responses. Data will be compiled and results will be presented to the Board.</li> <li>• The Centre has organized workshops and support for staff and community members affected by the events happening in Ukraine. A workshop for clients called “Talk, Share &amp; Support” was organized on March 15<sup>th</sup>, and a staff training on “Critical</li> </ul>	

	<p>Incident Response Best Practices for Professionals” is taking place on March 22<sup>nd</sup>.</p> <ul style="list-style-type: none"> <li>• Charis informed of building issues with the elevator not being in service, and flooding resulting from previous HVAC issues. Charis is awaiting further details on cost to repair HVAC.</li> <li>• In February, MPP, Christine Hogarth, honoured each Stonegate CHC staff with a “Recognition of Service Award 2022”. Staff were very appreciative in being acknowledged for their exemplary community service.</li> <li>• In tonight’s meeting package, the Board received the Ontario Health Care Reporting Standard (OHRS) Q3 funder report. Charis reviewed the indicators and explained the set targets, performance standards, and current figures.</li> </ul> <p>Given the atypical year, some of these indicators are not on track but were offset by other activities. One example is the lower number for primary health care number of appointments, which was offset by a high number of interactions through vaccine clinics. There are also legacy targets that need to be updated, such as the Counselling indicators, to better reflect the current size and capacity of the team. Charis will be requesting changes to the Centre’s individual agreement to update these legacy indicators; however, this is done when the MSAA agreement is refreshed every three years.</p> <p>Currently, the panel size has remained stable at 73%, and the primary care team has seen 37% new clients (998 people) in the last three years, which is significant. It was noted that the Centre has seen enough clients to meet this year’s target, but not enough clients in a three-year span and it may be due to clients not continuing their care at the Centre. Charis will be exploring panel size strategies; however, this target will change given a change in the client complexity score (SAMI) which determines the number of clients the Centre is required to see over three years.</p> <p>For next month’s meeting, Charis will bring back report with benchmarking data on the Centre’s performance in comparison to other CHCs.</p>	<p>For April’s meeting, Charis to include benchmark performance report.</p>
--	---	---

<p>5. Committee Reports</p>	<ul style="list-style-type: none"> <li> <p>● <b>Governance</b></p> <p>Committee has begun the Executive Director’s evaluation process. Board members can expect an email coming out soon with a survey link. Results will be presented at May’s board meeting.</p> <p>Kateryna confirmed there will be one vacancy on the Board for the upcoming year. The Committee will undergo the recruitment process to fill the position, and can also interview others to include in a waiting list should there be other unexpected vacancies.</p> <p>Discussion took place on proposing changes to the Centre’s by-laws specifically to the Board of Directors section. Changes suggested include amending the number of Directors to sit on the Board, and lowering the number of Directors that must live in the defined community. Providing a percentage instead of a defined number of Directors that must reside in the community can allow greater flexibility in recruiting candidates that meet specific qualifications. A change to the by-laws is possible upon approval from membership at an AGM. However, under Ontario’s <i>Not-for-Profit Corporations Act (ONCA)</i>, the by-laws must indicate a minimum number of Board of Directors. Governance Committee will review the ONCA guidelines and bring back proposed wording changes at a future meeting.</p> <p>The Canadian Centre for Accreditation has confirmed with Charis that Stonegate CHC’s accreditation is expected to occur in 2024. The accreditation body is behind with their reviews due to the pandemic. This change will allow the Governance Committee some additional time to prepare and begin the review of all policies. Board also expressed interest in setting up mock interviews to prep for the accreditation process.</p> </li> <li> <p>● <b>Strategic Directions</b></p> <p>Louis presented additional wording revisions to the Strategic Directions Terms of Reference, approved at last month’s meeting. Board accepted the changes.</p> <p>Risk Register document was shared providing background details on discussions held last month, regarding the Alliance’s strategic objectives and the Ontario Health Team collaborative governance model. Document will be circulated via email for the Board to review and continue discussions at next month’s meeting.</p> </li> </ul>	<p>Michelle to circulate document for Board’s review. To add item to April’s board meeting.</p>
-----------------------------	---	---

<p>6. Board Liaison Update</p>	<p>Erin had previously circulated to members the Alliance’s Board to Board report for review and information.</p> <p>Charis and Erin will be meeting to compile the Board’s feedback on the Alliance’s 2022-2027 Strategic Plan, as discussed at last month’s meeting.</p> <p>The Primary Health Care Conference is scheduled to take place in-person on June 8-9<sup>th</sup>, 2022. There is an expectation that a board member should attend to represent the Centre. Erin will circulate the agenda via email for any board members interested in attending.</p>	<p>Erin to circulate agenda for the upcoming Primary Health Care Conference.</p>
<p>7. Other Business</p>	<p>Board discussed the possibility of holding in-person meetings in the future and organizing an in-person board appreciation event at the Centre. Members can email Deborah directly if there are any concerns. Next month’s meeting will include discussion on planning the board appreciation event.</p>	<p>April’s board meeting to include item on board appreciation event.</p>
<p>8. Adjournment of regular meeting</p>	<p><b>Motion to adjourn regular board meeting.</b>  <b>Moved By Erin Fordyce</b>  <b>Seconded By Judy Geary</b>  <b>Carried</b></p> <p>  _____  President</p> <p>April 11, 2022  _____  Date</p> <p>  _____  Secretary or Designate</p> <p>April 11, 2022  _____  Date</p> <p>Upcoming Meetings:  • Next regular Board Meeting – April 11, 2022</p>	