

Minutes of the Board of Directors Meeting Held on February 27 th , 2023 At Stonegate Community Health Centre, Meeting Room		
PRESENT	Charis Romilly Turner (Executive Director) Deborah Creatura (Chair) Melaine Chiu Evan Delaney Emily Griffith Eric Josipovic	Colin Mang Lillian Manea Elena Mikhaylova Louis Pike Allison Trenholm Karen Trzaska
REGRETS	Erin Fordyce & Judy Geary	
RECORDER	Kayleigh McDonald	
ITEM	DESCRIPTION	FOLLOW UP
1. Welcome	Board members welcomed.	
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 January 16, 2023 <p>Motion to Approve Consent Agenda. Moved By Lillian Manea Seconded By Allison Trenholm Carried</p>	

<p>3. Allied Health & Collaborative CHC Partnerships Report</p>	<p><u>Charis talked about the 4 collaborative partnerships:</u></p> <p><u>Physiotherapy Program</u> Currently there is no waitlist and clients are seen quickly. Our physiotherapist will not see clients if they have extended health benefits, WSIB claims or injuries caused by MVA</p> <p><u>West Toronto Diabetes Program</u> Diabetes nurse and dietician work at Stonegate one day a week. Dietician and nurse are offered in a partnership with LAMP CHC. This program thrives on being accessible and offering great resources for our clients. Diabetes services has been identified as a priority for Ontario Health Teams by Ontario Health which could have potential implications regarding these services in the future.</p> <p><u>Inter-Community Health Centre Psychiatry</u> Stonegate shares psychiatrists funding between 9 CHC’s The administrative work is heavy for the admin team at Stonegate who manage 2 other CHCs in addition to Stonegate. LAMP is the trustee for the financials for this funding. Eventually Stonegate and LAMP would like to advocate that this funding be rolled into base allocations for each CHC and administered independently. Psychiatry services are a high barrier for most people and having this service is very beneficial for our clients. This collaborative has recently received funding to address pay inequities in the psychiatric sessional fees over the last four years from Ontario Health.</p> <p><u>R.I.O – Remote Interpretation Ontario Network</u> R.I.O is a translation service that offers over the phone interpretation for clients in real time. The funds were centralized by Access Alliance and pooled amongst CHCs which allowed for reallocation amongst services when needed. Now going forward the funding will be sent individually to CHC’s. Stonegate received a report that they will now be receiving approximately \$5000 directly to fund these services. Only issue flagged with this change is the ability to move funds between CHC’s as needed.</p>	
<p>4. Executive Director Report</p>	<p><u>Centre Concerns</u> Working with the landlord closely as there have been lots of challenges with the building.</p>	

There have been power fluctuations, phones went down, loss of internet. These issues have been very stressful and challenging for our providers and clients. Jyoti the data manager is looking into options to update the internet service backup.

Donation tax receipt sent out twice to some on-line donors. Situation was addressed.
Charis thanked board for their help and advise on this issue.

COVID Integrated Response and Recovery

Charis is co-facilitating the COVID Integrated Response and Recovery working group of the West Toronto Ontario Health Team. Funding for High Priority Communities in the amount of \$400,000 trusted by LAMP was provided in early fall.

This funding focuses on several themes including: providing resources for attaching people to primary care, increasing diabetes and cancer screening, increasing Covid/flu vaccinations, the distribution of Rapid Antigen Tests, and Mental Wellness events. The response from the community members from the Mental Wellness events has been very positive. Feedback has included “was rejuvenating”, “very helpful”, “made such a difference”.

These events are being promoted on Stonegate’s website and Facebook page.

Financial report

The Director of Finance, Dexter Blackwood, met with the board to discuss the financial report.

Dexter reported Stonegate is on track to finish the fiscal year in a positive manner. Stonegate is trending in the right way and is consistent across all programs.

Board suggested adding a forecast column within the financial statements to predict future deficits or surpluses. Stonegate is very mindful of not going into the deficit or go over the budget as there is no way to reallocate funds. Stonegate’s future goal is to create a financial reserve if this ever becomes the case following best practice.

Next meeting will include a finance literacy educational piece presented by Colin & Eric

Additional Funding and Opportunities

Stonegate received \$168000 in mental health funding to be spent by the end of the fiscal. Funding was received with only 6 weeks to utilize it. Staff is working hard to use the funding towards staff training, activities, social prescriptions and programming. Criteria was very broad.

Funding for a Full-Time Mental Health worker

Historically Stonegate was funded for one mental health social worker. Ontario Health approved annual funding of \$95,000 for a second permanent mental health social worker.

Upcoming Potential Funding Opportunity

The alliance has reached out to let us know that Ontario Health is looking at the potential of expanding interdisciplinary primary health care and this may include CHCs. Still waiting for further details on a potential application process. Charis is working on a plan to submit an application for a Nurse Practitioner, and more clinical support.

Targets

- In Charis' meeting with Ontario Health it was suggested that the property tax and rent increases need to be absorbed by the organization. Charis has still submitted the request for these funds along with a 2% base funding increase from the Ministry of Health.
- With an approved second Mental Health Worker the target will be corrected and met.

MSAA

All numbers are fairly good. Looking at the Sector average Stonegate is doing well.

Accreditation update

Accreditation is set for June 2024

Uploading of all documents will start one month before accreditation.

Discussed best processes for uploading documents. There should be absolute certainty that the doc being uploaded is complete with correct information to avoid complexity with refiling.

Suggestion: Create secure folders for all sections of accreditation and upload there. Review all documents before submission. Once the documents are ready you can upload at once.

<p>5. Committee Reports</p>	<p>*Committee meeting notes need to be documented and kept for accreditation.</p> <p>Governance Committee Survey is being prepared to analyze the composition of the board. Survey will be sent to the board upon completion, approx. in the next 2 months. The purpose of this survey is to see what skill sets the board is comprised of. Also to recognize what Stonegate will be looking for when recruiting and when someone on the board is departing.</p> <p>Strategic Directions Committee Committee created a model with strategic directions and priorities to be handed over to Charis and her team to create smart goals. The smart goals will be handed back to the committee for review and approval on March 6th. On track to send the report to the board for a June discussion about the next 3-year strategic plan. The strategic plan will also include a stakeholder survey answered by elected officials and business & service organizations that includes what they believe to be the needs of our community. Survey result deadline is March 17th.</p> <p>Education Committee Updates Compiled the results from the board retreat and feedback was positive. The opportunity to socialize and get to know each other outside of the meeting was much appreciated. Sarah Hobbs was a great speaker and her information was received well. Some requested she visit annually. Board would like to have a discussion about future speakers.</p> <p>Annual Alliance Primary Health Care Conference is coming up June 7th and 8th Great opportunity for an education opportunity – Last year some board members went to the event and found it educational and enlightening. New board members are encouraged to attend. Budget allows approx. 3 people to attend. A survey will go around to see who wants to attend. Days can be shared.</p> <p>Board Liaison Charis and Erin submitted feedback on the alliance resolutions. Details of the feedback included in ED report.</p>	<p>Charis to work on a template for committees to submit their meeting notes.</p>
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	<p>Board Goals 2023 Review</p> <p>Suggested Board Goal Revisions Included:</p> <ol style="list-style-type: none"> 1. Complete the strategic plan 2. Engage in accreditation preparation 3. Develop Board of Director’s succession plan 4. Assess the diversity of the board to reflect the community we serve 5. Identify the board’s health equity knowledge to further optimize strengths, skills, experience that board members bring in supporting Stonegate CHC <p>Discussion: Goal 3 requires more discussion Historically the chair was offered to the most senior, as discussed it shouldn’t always be. The successor needs the right qualifications and motivation to be in that position. Success plan for the chairs of the committees should also be reviewed. Possibility of taking on chair for one year then reappointed.</p> <p>Lou will be leaving in June so a new chair for the Strategic Directions Committee will need to be filled. Karen, Colin and Deborah will be leaving the committee in 2025.</p>	<p>Board Members: Where do you see yourself on the board? Give it some thought. Will be discussed in 2 meetings.</p>
<p>6. Generative Discussion</p>	<p>Some themes from the discussion:</p> <ul style="list-style-type: none"> • Stonegate isn’t set up as walk in medical clinic. Clients are accepted into the practice based on specific criteria. The ability to process emergency calls isn’t set up. • Stonegate should utilize resources in the community for referrals. • If someone is on a visitor or student visa they cannot be seen at Stonegate. • Review the barriers to accessing certain service’s. • Is Stonegate being asked to go outside of their regular scope. • What are Stonegate’s charitable objects? • What is the provincial government responsible for? • Always consider the community you serve and their needs 	
<p>7. Other Business</p>	<p>Charis is away March 20th Carol, Director of Health Promotion, will be representing her at the next meeting. Meeting will be in person.</p>	

	<p>Board meeting to now start at 7:15pm instead of 7pm. Survey after the board retreat found members appreciate the time to have social interaction with other board members outside of business. Purpose of the first 15 minutes is now to share personal updates and highlights about the past month.</p>	
<p>7. Motion to Adjourn</p>	<p>Motion to adjourn regular board meeting. Moved By Lou Pike Seconded By Emily Griffith Carried</p> <p><i>Lou Pike</i> _____ President</p> <p>March 20, 2023 _____ Date</p> <p><i>Emily Griffith</i> _____ Secretary or Designate</p> <p>March 20, 2023 _____ Date</p> <p>Upcoming Meetings: Regular Meeting – March 20th, 2023</p>	