

Minutes of the Board of Directors Meeting Held on October 16 th , 2023 At Stonegate Community Health Centre, Meeting Room		
PRESENT	Colin Mang (Chair) Charis Romilly Turner (Executive Director) Evan Delaney Eric Josipovic Deborah Creatura	Melaine Chiu Judy Geary Elena Mikhaylova Allison Trenholm (Attended Virtually) Karen Trzaska Erin Fordyce
REGRETS	Lillian Manea Emily Griffith will be stepping down from the board due to meeting time conflict.	
RECORDER	Kayleigh McDonald	
ITEM	DESCRIPTION	FOLLOW UP
1. Welcome	Board members welcomed.	
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 August 21st, 2023 - AGM minutes <p>Motion to Approve Consent Agenda & Approve AGM, August 21st Minutes. Moved By Eric Josipovic Seconded By Elena Mikhaylova Carried</p>	
3. Approval of Executive Officers	<p>Approval of Executive Officers</p> <ul style="list-style-type: none"> • Chair – Colin Mang • Vice Chair – Judy Geary • Secretary – Karen Trzaska • Board Liaison – Erin Fordyce 	

	<p>Motion: to approved slate of executive officers. Moved By Colin Mang Seconded By Deborah Creatura Carried</p>	
<p>4. Video on Health Equity</p>	<p>Watched a video – Introduction to Health Equity Part 1 – Alliance Video Learning Essentials for Advancing Health Equity: Health Equity 101</p> <p>Video covered the cause of health disparities and social determinants of health, Systemic barriers for indigenous people’s health care and why CHC’s are health champions for health equity.</p> <p>Stonegate staff is encouraged to be taking health equity courses offered over the next year. If the board is interested in taking some training they can reach out and let Stonegate know. By 2025 staff training needs to increase. Survey was done to see where staff are on health equity training currently.</p> <p>Charis sent out some Health Equity Training Resources for staff and the board to consider taking.</p>	
<p>5. Executive Director Report</p>	<p>Centre Updates September was busy with AGM and start of fall programming.</p> <p>COVID and the flu has kept PHC busy, but manageable. Some staff were off sick within the past month with COVID.</p> <p>Electrical issue was rectified. Team leaders to keep an eye on the panels to be sure this issue doesn’t happen again.</p> <p>Stonegate has been invited by the Alliance of Healthier Communities to participate and will be attending a Queen’s Park Community Primary Health Care Day, during Community Health and Wellbeing Week on Wednesday, October 18, 2023 from 11:30 am to 2:00 pm. This initiative will include meeting with MPs and inviting our local MP to meet with us. Minister of Health Sylvia Jones is supposed to attend.</p> <p>Financial Update Stonegate’s current budget with a 2% increase has not yet been confirmed six months into the year. The only communication at this time coming directly from Ontario Health is not to make any</p>	

changes or cuts based on not yet receiving confirmation of the 2%. Charis flagged for Q3 it will be hard to project budget as it has not been approved yet.

The previously scheduled renegotiation of targets and budget in November 2023 has now been push to next year. This was confirmed by the alliance.

Question asked by board member:

Can they ask for the 2% spent money back?

When we close the books by next years audit they would have to let us know by then. Currently we are able to cover this 2% because of long term staff leaves. If we go over the surplus spending will reported to the board.

On the surface it's been approved by a signed contract, but still no concrete approval or money received. Budget needs to be approved in parliament.

MCAA Agreements Update

A representative from the Ministry of Health Primary care branch emphasized the number of individuals being served by an organization was very important. They are looking at the rate harmonization with the potential of changing funding based on individuals served. Charis flagged some possible flaws with this proposal, feedback is being taken into consideration.

Another announcement is OHT's will be taking on home and community care.

Employee Survey Results

27 staff members filled out the survey.

Using a letter coded system, most categories were graded as A or B.



Some positive feedback from the staff included: fair policies, feel connected to community, feel engaged, there is timely communication, feel like their feedback is valued and have great team support.

Stonegate received lower marks from staff when it came to:

- Feeling rewarded for efforts and contributions (including benefits, salary, wellness, being recognized for exceptional work)

	<ul style="list-style-type: none"> • Staff is requesting more opportunities for training. (Training opportunities have been sent out since the survey, staff has been signing up for these courses) • Approx. 1/3 of staff feels stressed or overworked. (Stonegate has recently been focusing on wellness activities and opportunities for staff to address this concern) • Human Resources (staff orientation, PA's, Administrative support) • Car wear and tear compensation was flagged by a department. Currently Stonegate reimburses .59 per km of travel time within work hours. Board proposes Stonegate could raise to .62 per km according to CRA. To be discussed by team leaders. <p>Occupational Health and Safety Report Summary of Incidents discussed with board</p> <ul style="list-style-type: none"> • Two clients got into a verbal argument in line at the Good Food Market. • Physician flagged issues with referrals being processed, workflow was created by Clinical Manager for all staff and providers to follow going forward to follow up on referrals. • Young child got their finger slammed in a bathroom door. First aid was provided and the injury as minor. <p>Draft Annual Board Calendar No meetings in July Roll over of education committee into governance; Generative discussions will include the education piece during governance committee.</p> <p>Targets are included in the board calendar under deadlines and deliverables. Charis will tick off what has been completed monthly. To complete the key points, board is welcome and encouraged to ask questions.</p>	<p>Charis to talk to team leaders about increasing staff reimbursement for km used during work hours.</p>
<p>6. Committee Reports</p>	<p><u>Strategic Directions Committee</u> First meeting included the operational strategic plan; how its being shared and implemented. The plan now includes a baseline. Talked about accreditation timelines – indicators and update terms. Working on the score card and is referred to on the regular. Focus is moving forward into accreditation and to be ready to acknowledge what needs to be done for that process.</p>	

	<p><u>Board Liaison</u> Board report of what is going on in the industry and links included to be sent to board. Indigenous Culture Safety Training is offered by IPCC is recommend ed to be taken by the board. *If there is any other training the board is interested in taking in regards to health equity, they can reach out to Stonegate about options and reimbursement of the course.</p> <p>Two webinars coming up that Erin spoke about. Board agreed she does not need to attend the webinar about low barrier harm reduction and safe supplies (Stonegate does not offer harm reduction kits).</p> <p><u>Governance Committee</u> Had technical issue at last governance committee meeting due to a zoom glitch and were unable to meet. Board Retreat to be planned for the new year. Brainstorming ideas for next meeting, plan to do a survey of options and plan the retreat. If a speaker is favoured, they will need to be booked in.</p> <p><u>Terms of Reference for Each Committee</u> Reviewed Terms of Reference for each committee All links were shared ahead of the board meeting for review.</p> <p>Governance Committee and Strategic Direction Committee Terms of Reference to be reviewed by the board February 2024</p>	
7.Policy	<p><u>Reviewed Media and Public Relations Policy</u></p> <p>Currently policy says <u>The Executive Director or Chair of the Board</u> will act as the designated contact person for all media inquiries. Requested change to be <u>The Executive Director and/or the Director of Health Promotion</u> will act as designated contact person for all media inquires. *Once policy is update it will be sent out for approval from the board.</p>	
8.Other business	<ul style="list-style-type: none"> • Updated Bank signing authority approval and board list. • All board members present signed their Annual Confidentiality Pledge. Some board member had already sent in signed copy by email 	

	<ul style="list-style-type: none"> • Board meetings in August and December will be held on Zoom going forward, not in person meeting. • Unfortunately, Emily Griffith will be leaving the board committee due to a time conflict. 	
<p>9. In Camera Portion</p>	<p>Motion to move in Camera Moved By Colin Mang Seconded By Melaine Chiu Carried</p> <p>In Camera portion In camera start time 8:35pm, finished 8:45pm Topic: Human Resources</p> <p>Motion to end the in-Camera camera portion. Moved By Melaine Chiu Seconded By Deborah Creatura Carried</p>	
<p>10. Motion to Adjourn</p>	<p>Motion to adjourn regular board meeting. Moved By Elena Mikhaylova Seconded By Eric Josipovic Carried</p> <p> _____ Chair</p> <p>November 20, 2023 _____ Date</p> <p> _____ Secretary or Designate</p> <p>November 20, 2023 _____ Date</p> <p>Upcoming Meetings: Next Meeting November 20th, 2023</p>	