
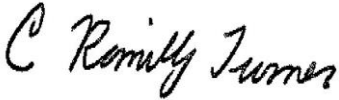


Minutes of the Board of Directors Meeting Held on January 15, 2024 In Person <b>At Stonegate Community Health Centre, Meeting Room</b>		
<b>PRESENT</b>	Charis Romilly Turner Colin Mang (Chair) Eric Josipovic Deborah Creatura Lillian Manea Elena Mikhaylova (Online)	Judy Geary Karen Trzaska Erin Fordyce Evan Delaney Allison Trenholm
<b>REGRETS</b>	Melanie Chiu	
<b>RECORDER</b>	Karen Trzaska	
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"> <li>- Approval of Agenda –Approved- by everyone</li> <li>- Declaration of Conflict of Interest- None</li> <li>- Approve the following Minutes of Meetings (exclusive of Business Arising):                             <ul style="list-style-type: none"> <li>- Regular board meeting of December 18, 2023</li> </ul> </li> </ul> <p><u>Consent Agenda and Meeting Minutes</u>  <b>Motion:</b> To Approve Consent Agenda &amp; Approve Board Meeting Minutes January 15, 2024.</p> <ul style="list-style-type: none"> <li>- Moved By – Deborah</li> <li>- Seconded By – Allison.</li> <li>- <u>Carried</u> (No opposed, no abstention)</li> </ul> <p><b>Motion:</b> To approve the BOD meeting minutes from December 18, 2023</p> <ul style="list-style-type: none"> <li>- Approved by Judy</li> <li>- Seconded by Evan</li> <li>- <u>Carried</u> (No opposed, no abstention)</li> </ul>	
3. Executive Director Report	<p><b>Summary of holiday activities</b></p> <ul style="list-style-type: none"> <li>- Good food box holiday campaign raised \$39,000 (as compared to \$28,000 in 2022). Additional networking and community involvement could be impactful.</li> <li>- Santa made a visit to the Centre.</li> </ul> <p>Summary of SCHC general updates:</p> <ul style="list-style-type: none"> <li>- New medical receptionist hired and are in the process of hiring a new RPN.</li> </ul>	<p><u>Follow-up questions:</u>                      Hamper evaluation, provide new/earlier notice of food program so</p>

	<p>Financial and Funder Highlights:</p> <ul style="list-style-type: none"> <li>- Application Children’s resp. clinic approved. No news re 2%.</li> </ul> <p><b>Compliance Updates</b></p> <ul style="list-style-type: none"> <li>- General review of AODA, Liability and Crime Insurance Certificate, Compliance with Occupation and Health Safety Report.</li> <li>- Discussion regarding coverage. What is sufficient, who sets this amount, who do we use to assist us in making these decisions?</li> </ul> <p><b>Accreditation Timelines and Progress</b></p> <ul style="list-style-type: none"> <li>- 30% of pre-site evidence is uploaded. 98/341 completed documents uploaded. Review next steps.</li> </ul> <p><b>Risk Register</b></p> <ul style="list-style-type: none"> <li>- All risks retained their same rating since report in November 2023. Exceptions include HR recruitment and retention (medium risk), Financial because 2% increase in base funding increase not confirmed.</li> <li>- No high or extreme risk present</li> </ul> <p><b>Motion:</b> To remove the following risks from the risk register 1) MSAA Panel Target; 2) Board OHS Obligations; and 3) Board Obligations ESA.</p> <ul style="list-style-type: none"> <li>- Moved by Allison</li> <li>- Seconded by Evan</li> <li>- <u>Carried</u> (No opposed, no abstention)</li> </ul> <p><b>SCHC Succession Plan</b></p> <ul style="list-style-type: none"> <li>- Discussion – add event when ED Terminated. Given small size of staff, provide more specifics around succession. What is a reasonable approach, last resort, role of other CHCs? Recommend add wording that the replacement must be approved by the Board. Charis will revise/clarify given Board discussion.</li> </ul> <p><b>Motion:</b> To approve Staff Succession Plan with all Proposed Revisions.</p> <ul style="list-style-type: none"> <li>- Charis to make revisions and Board to review.</li> <li>- <b>Motion held until next meeting.</b></li> </ul>	<p>Board can promote.</p> <p><u>Follow-Up questions:</u> Regarding coverage levels of Liability and Crime Insurance coverage. Is current coverage sufficient, who recommends/process to determine necessary coverage?</p> <p>Charis to complete further revisions and present to Board.</p>
<p>4a. Committee Reports - Governance</p>	<p>Review of Board Operation’s Manual</p> <ul style="list-style-type: none"> <li>- Two modifications: 1) Appointment of Auditors -requirement that Auditors must be present changed to “can” be present. 2)</li> </ul>	

	<p>Complaints against the ED – how to get in touch with the Chair of the Board.</p> <p><b>Motion:</b> To approve Changes to the Board Succession Plan</p> <ul style="list-style-type: none"> <li>- Moved by Eric</li> <li>- Seconded by Deborah</li> <li>- <u>Carried</u> (No opposed, no abstention)</li> </ul> <p>Board Roles and Term</p> <ul style="list-style-type: none"> <li>- Currently, specific terms/length are not noted. Discussion re terms and various options (1yr., 2 yr., etc.). proposed every 2 years to coincide with Directors’ term limits. After 4 years also look to transition. Also noted that By-law does not note terms for Committees. In practice minimum of two-year terms for committees. Board members to give notice in March/April so that can be addressed prior to the AGM.</li> </ul> <p><b>Motion:</b> To approve Changes to the Board Operations Manual</p> <ul style="list-style-type: none"> <li>- Moved by Eric</li> <li>- Seconded by Erin</li> <li>- <u>Carried</u> (No opposed, no abstention)</li> </ul>	
<p>4b. Committee Reports – Strategic Directions</p>	<p>Review the pre-budget letter to Ministers with our revisions.</p> <ul style="list-style-type: none"> <li>- Discussion and questions. Who else is sending this letter? Questions addressing prior letters and approach. New PR staff may have resulted in different approach. Board revisions improved letter and kept general support.</li> </ul> <p><b>Motion:</b> To approve Letter to Minister Jones and Minister Bethlenfalvy.</p> <ul style="list-style-type: none"> <li>- Moved by Lily</li> <li>- Seconded by Evan</li> <li>- <u>Carried</u> (No opposed, no abstention)</li> </ul> <p>Community Engagement Policy. Circulated for approval. Thanks to all members for significant work done to complete policy.</p> <p><b>Motion:</b> To approve Community Engagement Policy</p> <ul style="list-style-type: none"> <li>- Moved by Allison</li> <li>- Seconded by Lily</li> <li>- <u>Carried</u> (No opposed, no abstention)</li> </ul> <p>Narratives being reviewed for accreditation.</p>	
<p>4c. Committee Reports – Board Liaison Update</p>	<p>No update.</p>	

5. Board Goals Review	Defer to next month given time constraints of this meeting.	
6. Other Business	No other business.	
7. In Camera Session	<p><b>Motion:</b> To move In-Camera</p> <ul style="list-style-type: none"> <li>- Moved By Colin</li> <li>- Seconded By Deborah</li> <li>- <u>Carried</u> (No opposed, no abstention)</li> </ul> <p>In Camera portion.</p> <p><u>Topic:</u> Human Resources, Legal Mediation &amp; CCA</p> <p><b>Motion:</b> To end the In-Camera camera portion</p> <ul style="list-style-type: none"> <li>- Moved By – Colin</li> <li>- Seconded By – Eric</li> <li>- <u>Carried</u> (No opposed, no abstention)</li> </ul>	
8. Motion to Adjourn	<p><b>Motion:</b> To adjourn regular board meeting</p> <p>Moved By - Allison</p> <p>Seconded By - Lily</p> <p><u>Carried</u> (No opposed, no abstention)</p> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;">               _____              Chair         </div> <div style="text-align: center;">             Feb 29<sup>th</sup> 2024              _____              Date         </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 20px;"> <div style="text-align: center;">               _____              Secretary or Designate         </div> <div style="text-align: center;">             Feb 29<sup>th</sup> 2024              _____              Date         </div> </div> <p>Upcoming Meetings: February 26, 2024, 7:00pm-9:00pm, In-person</p>	