

**Community Health Centres of Northumberland  
Board of Directors – Meeting Minutes  
August 23, 2022  
5:00 pm Virtual Meeting via Zoom Video Conference**

**Present:** A. Cooper (Chair), B. Weiss (Vice Chair), D. Smith (Treasurer), D. Gauthier, G. Dee, H. Schaeffer, J. Monahan, L. Miller

**Regrets:** none

**Staff:** T. Rennicks, J. Williams

**1.0 WELCOME & CALL TO ORDER**

The Chair called the meeting to order at 5:12 pm.

**1.1 Quorum**

Quorum was declared.

**1.2 Declaration of Conflicts**

No conflicts were declared.

**2.0 CONSENT AGENDA**

**2.1 Approval of the Agenda**

**2.2 Removals from Consent Agenda**

None.

**2.3 Approval of June 27, 2022 Board of Directors Meeting Minutes**

**3.0 BOARD EDUCATION**

Board Education on hold until September 2022.

**4.0 EXECUTIVE DIRECTOR REPORT**

T. Rennicks provided a written Executive Director Report prior to the meeting, which included an update on Ontario’s “5-point Plan to Stay Open: Health System Stability and Recovery”, COVID-19 and vaccinations, Ontario Health Team-Northumberland, and internal updates including staffing and individual department updates.

There was a brief discussion around the OHT-N finalizing their strategic plan with a focus on primary care and improvements in care for the aged and vulnerable sectors of Northumberland.

T. Rennicks also disclosed that CHCN was going to terminate a relationship with a client after the client verbally abused a variety of staff members over refusing to wear a mask. This particular client has a history of being challenging and will be sent a registered letter stating that she is no longer a client of CHCN.

There was a discussion around the speculation on winter viruses and the fall flu season, 4<sup>th</sup> doses, the mask mandate being lifted on schools and ICU admissions are on the decline in the province.

T. Rennicks provided an update on funding which included a donation from the Ganaraska Rotary Club who have donated funds to offer 10 families food boxes for a period of 1 year. They felt that that is where the greatest opportunity to help the youth in Northumberland and they will be speaking to CHCN about funding in the near future. There will be special marketing done around this donation in the hopes that other service clubs will also donate.

The promised Provincial Government funding for nurses, PSW's and physicians has never been received. It will be retroactive from April 1<sup>st</sup>, 2022. There was a discussion about CHCN paying the bonuses upfront to staff that qualified but it was decided that was not a feasible idea.

CHCN has some Type 3 funding that is going to be used to hire, Sara Wodnisky, a former staff member who has grant writing experience, to write grant proposals for CHCN. She will be submitting grant requests starting in September in a number of areas.

## **5.0 EXECUTIVE COMMITTEE REPORT**

A. Cooper stated that the Executive Committee is discussing the possibility of a board retreat in fall. It was decided that it would be a good way to introduce new board members to the existing board. T. Rennicks reviewed what had been done at previous retreats as an example. It was agreed that a Survey Monkey would be created to enable board members to select their preferences about a retreat (in-person/virtual/hybrid/etc.). Education items were discussed and clarified.

## **6.0 COMMITTEE UPDATES**

### **6.1 Quality and Risk Management Committee**

A. Cooper, J. Monahan & L. Rybenko had a quick touch base and will be meeting in the near future to discuss key performance score card and collaboration with CareaCHC.

## **6.2 Resources Committee**

D. Smith provided a brief update on the Q1 report. He noted that there is a deficit but that it should be resolved in Q2. Dental has a deficit but it was disclosed that it was due to the new Tracker software being implemented and it should also be resolved by Q2.

The Resource Committee is scheduled to meet on Wednesday, August 31, 2022.

## **6.3 Governance Committee**

H. Schaeffer provided an update on the work the governance consultant has done and reviewed how and to which committees they would be rolled out to. Bylaw updates will not be completed until October 2022. It was noted that discussion on polies/ToR and Roll descriptions would be discussed at the retreat.

## **6.4 Nominations Committee**

L. Miller will review updates at a special board meeting to immediately follow this meeting.

## **6.5 Client and Family Roundtable (CFAR) Update**

The next CFAR meeting will be held on September 15, 2022.

## **7.0 ALLIANCE UPDATES**

### **7.1 Governance Updates**

H. Schaeffer is working on a rural strategy with the Alliance.

**7.2 Operation updates** – T. Rennicks stated that there was funding available from Northumberland County to go towards Social Prescribing. CHCN has a Social Prescribing Committee in house and a presentation from that committee will be made to the board at a later date. A referral can be made to the Social Prescribing Committee from a practioner.

## **8.0 DECISIONS NEEDED**

None.

## **9.0 OTHER BUSINESS**

None.

**10.0 IN CAMERA SESSION**

None.

**11.0 ETHICAL CONCERNS**

None.

**12.0 DATE OF NEXT MEETING**

The date of the next Board meeting was determined to be September 27, 2022 at 5:00 p.m. via Zoom.

**13.0 TERMINATION OF MEETING**

A. Cooper made a motion to terminate the meeting. The meeting concluded at 6:17 p.m.

**14.0 SUMMARY OF CURRENT ACTION ITEMS**

<b>Person Responsible</b>	<b>Action Item</b>	<b>Deadline for Completion</b>
Jill & Taryn	Create a Survey Monkey to determine type and date of a retreat for the board	ASAP
Jill	Add Social Prescribing to next board agenda.	Done