

Present: Janet Cosier (Board Chair), Bob Long, Terry Lee, Terry Gilhen, Michèle Le Blanc, Ian Donald (via teleconference), Deb McGuire, Jacques Pelletier (via teleconference), Liz Snider, Katie Weststrate, Sandy Shaw, Michele Bellows (CEO) Kelly Robinson, Director, Primary Care, Onalee Randell, Director, Community Services, Jane Page-Brown (recorder)


1.	Welcome	
2.	Board Education – RCHS Programs and Community	Presentation: Louise Noble, Executive Director of the Alzheimer’s Society of Lanark Leeds & Grenville provided an overview of the agency’s programs and services. (Slides are attached to the minutes)
3.	Approval of Agenda	MOTION: That the Board agenda be approved as circulated: Moved by: M. LeBlanc , Seconded by: B. Long Carried.
4.	Declaration of Conflict of Interest	None declared
5.	Consent Agenda	5.1 *RCHS Board Minutes – November 26,2019 5.2 *RCHS Board Minutes – December 30, 2019 (Special Meeting) 5.3 *Governance and Nominating Committee Minutes – November 26, 2019 MOTION: That the consent agenda be approved as presented. Moved by: K. Weststrate , Seconded by: T. Gilhen Carried.
6.	CEO Report	M. Bellows provided the following update as a supplement to her written report: Virtual Care Clinic: <ul style="list-style-type: none"> - Potentially at risk due to some billing code issues - Incentives for MDs provided by Ministry of Health have been pulled back in this area - Virtual Care provider is committed to continuing the service - Will have more confirmation at the end of February Oral Health: <ul style="list-style-type: none"> - Implementation continues; service stats are included in the written CEO report - Staffing is being planned to ensure coverage across the region based on projected needs - Goal is to ensure services closer to home for the target population - Service locations are for the most part building on existing infrastructure Q3 Report on performance: <ul style="list-style-type: none"> - Overall a very successful 3rd quarter; - Close to 150 new clients were enrolled with the support of a dedicated intake worker - Anticipating a strong 4th quarter as well

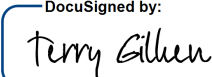
		<p>Integrated Health Facility</p> <ul style="list-style-type: none"> - Good traction and momentum continues with advocacy efforts - Response pending from the MOH re: the updated briefing note (attached to the CEO report) - Town of Smiths Falls attended a delegation at the ROMA (Rural Ontario Municipal Association) conference to advocate for the project <p>Food Insecurity:</p> <ul style="list-style-type: none"> - Working with the town of Smiths Falls and determining if the project can be part of the RCHS 2020-21 Operational plan - Exploring potential collaboration with other agencies <p>Discussion and Questions:</p> <ul style="list-style-type: none"> - Excellent report that includes relevant information to share with our stakeholders - Communication plan will include media activities - Clarification that the Community Engagement Council is based on the IAP2 participation framework (International Association for Public Participation) - Information on this professional practice can be accessed via https://www.iap2.org/mpage/Home
7.	Board Chair Report (verbal report)	<p>J. Cosier reported on the following items:</p> <p>Physician Salary Reallocations 2019-20</p> <ul style="list-style-type: none"> - Funding letter was signed in December 2019 - M. Bellows explained the background to this funding which allows protected physician dollars which are not being used to be reallocated to hire other key primary care staff (e.g. NPs, Registered Practical Nurses) to deliver services <p>Tamarack Institute is coming to Smiths Falls:</p> <ul style="list-style-type: none"> - A full day session entitled Turf, Trust and Collaboration is planned for February 25th - The workshop will focus on strategies for dealing with turf issues as well as building trust in collaborative and team environments. - J. Page-Brown will forward the details to the Board <p>Cross Sectoral Working Group:</p> <ul style="list-style-type: none"> - Formerly the Health Links Lead Table, this group remains focused on working to promote a partnership model and philosophy of care for complex patients - Approximately 10 organizations are represented - Representative of how Ontario Health Teams should work
8.	Committee Reports	8.1 Governance and Nominating Committee

	<p>L. Snider provided an update from the meeting held prior to the Board meeting.</p> <ul style="list-style-type: none"> i. Policy Review GOV 60 Code of Conduct and GOV 62 External Communication were reviewed and will be included with the consent agenda for approval at the March Board meeting. ii. Board meeting evaluation process I. Donald and T. Gilhen are continuing the work on a more comprehensive survey to be administered one or twice each year. An update will follow at the March Board meeting. <p>8.2 Finance Committee</p> <ul style="list-style-type: none"> - T. Lee provided an update from the meeting held prior to the Board meeting. - Discussion included a recent report prepared for the LHIN on the Lanark, Leeds and Grenville Addictions and Mental Health and subsequent hiring of a supervisor to oversee operations - The report was tabled for further discussion at the next Finance meeting. - More insight and recommendations to follow from the Finance Committee - J. Page-Brown will forward the full report to the Board - Two policies - GOV 303 and GOV 304 were reviewed and will be included with the consent agenda for approval at the March Board meeting. <p>8.3 Alliance Board Liaison Report</p> <p>L. Snider reported on topics discussed at the recent Alliance Board Liaison webinar:</p> <ul style="list-style-type: none"> i. New Alliance website and Board portal <ul style="list-style-type: none"> - Allows for members to set up individual profile and connect to other Board members across Ont. - L. Snider will send out the user guide) ii. Annual Alliance Conference <ul style="list-style-type: none"> - Will take place June 10-11, 2020 in Richmond Hill. (The Alliance AGM will take place on June 9th) iii. Inclusive Leadership and Governance Training series <ul style="list-style-type: none"> - Will be up and running by March. (Dates are to be announced) iv. Board to Board Reports <ul style="list-style-type: none"> - Next report will be released in February and will be circulated to all Boards v. Call for Resolutions for the AGM (Deadline for submissions is March 9th) <ul style="list-style-type: none"> - Agreed to discuss further at the February 29th Board retreat vi. Alliance Board – Call for Nominations (Deadline is February 13th) <ul style="list-style-type: none"> - L. Snider will follow up with an email vii. Revisions to the Health Equity
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<p>5.</p>	<p>Generative Discussion: Board Recruitment and Succession Planning</p>	<p>L. Snider and D. McGuire led the discussion.</p> <p>Comments, Questions and Observations:</p> <ul style="list-style-type: none"> - RCHS is in a time of transition - Four Board members' terms are expiring in June 2020 - One vacancy exists on the Board - What are the implications of the OHT development and will there be any impact on recruitment of new Board members? - Regardless of how OHTs evolve, indication from the MOH is that local Boards will continue to function - Will there be pressure to amalgamate with other Boards and/or should RCHS take the initiative and engage in discussions with other local Boards towards a model involving 'cross-board' appointments? - Need to clarify the timing for recruitment of new Board members - Is there a significant loss of corporate memory in having 4 Board members retire at once? - Turnover of Board and succession planning promotes diversity - All Board members support accommodating Board members who have specific needs when it comes to participating in Board meetings (e.g. related to child care, transportation etc.) - There are various arguments for and against maintaining a system which aims to maintain staggered terms for Board members - There is opportunity for retiring Board members to continue to contribute via working groups or committees of the Board <p>In summary it was agreed that the following actions will be further considered by the Executive Committee with recommendations brought back to the Board:</p> <ol style="list-style-type: none"> 1. Adopt a temporary by-law amendment at the next AGM which would allow extension of terms for one or more current Board members, to be reviewed after one year 2. Encourage retiring Board members to act as committee members 3. Develop a recruitment strategy to address gaps identified in the Board skills matrix and to reach out to partner organizations as appropriate 4. Use targeted recruitment by tapping into Board member networks, as well as traditional approaches (e.g. public notices, advertising) <p>The Executive Committee will discuss and provide recommendations.</p>
<p>6.</p>	<p>Meeting Evaluation</p>	<p>J. Cosier invited the Board to provide feedback in real time to and/or complete the evaluation form circulated via email after each Board meeting</p>

7.	In camera Session (if needed)	In-camera session not required
8.	Next Board meeting:	Tuesday March 31, 2020 (Location: Smiths Falls Site)
9.	Adjournment – 8:00pm	MOTION: That the meeting be adjourned at 8:10 PM Moved by: K. Weststrate Carried.

Approved by: 
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Chair
5/31/2020 | 5:00 AM PDT
Date

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Secretary
5/31/2020 | 10:31 AM PDT
Date