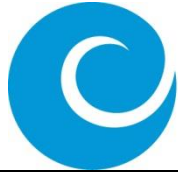
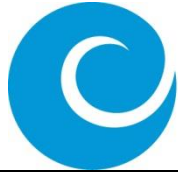




Present: Tom Rankin (Chair), Wynn Turner (Vice-Chair), Graeme Bonham-Carter, Wendy Quarry, Ainsley Charles, Jan Hopkins, Ian Donald (7:00), Liz Snider, Jacques Pelletier, Terry Lee, Peter McKenna (Executive Director), J. Harting (recorder),		
1.	Welcome, regrets & absences	Tom Rankin welcomed everyone. Quorum was in place. Regrets: Don Dutton, Christina Dolgowicz
2.	Approval of Agenda	MOTION: Moved by Graeme Bonham-Carter, seconded by Jacques Pelletier, That the revised agenda be approved as distributed Carried
3.	Declaration of Conflict of Interest	None declared.
4.	Items for Discussion	none to discuss
5.	Reports	
	a. Quality Committee	MOTION: Moved by Wynn Turner, seconded by Jan Hopkins, That the Board move into the Quality committee. Carried The Chair noted that the Quality committee is a committee of the whole during which the board discusses any quality issues that have been identified or are being worked on. There was discussion of whether this practice should continue, or whether a smaller committee devoted to quality would be preferable. The RCHS Board quality committee was set up in anticipation of the Excellent Care for All Act being applied to Community Health Centres but this has not yet happened. The structure of this and other committees could be addressed at the fall retreat.
	i. Accreditation Final Results	Final accreditation results have been received from CCA; the next accreditation would be in 4 years, 2018. Annual self- assessments will be submitted to CCA. The only suggestion for Governance was Indicator: LP - ORG-GOV-6.4 - A succession plan for the chief executive should be in place and periodically reviewed. This issue can be addressed in the coming year. MOTION: Moved by Jacques Pelletier, seconded by Ainsley Charles That the Quality Committee be adjourned and that we return to the Board meeting. Carried.
	b. Executive Committee**	May and June minutes were in Board package
	i. ED Performance Plan**	Wynn Turner & Tom Rankin met with Peter McKenna yesterday and completed the Performance review for 2013-2014; They also discussed the 2014-15 ED performance agreement, an annual item in each fiscal year. The Vice-Chair oversees the performance plan process. The SE LHIN funding agreement requires that ED remuneration be tied to performance. This is done through a pay at risk model; with a % of salary held back pending successful completion of the performance agreement. The 2014-15 performance agreement will be discussed at the next Board meeting.
	ii. New Board member orientation**	Phase one has been completed for all new Board members. The second phase will take place after the September board meeting, possibly in October, to address questions that have arisen.
	iii. Corporate Signing Officers**	Awaiting the Treasurer's signature on his return from vacation.
	iv. Policies GOV 30, 35, 90, 201, 202	Jan Hopkins gave the policy background for board review of GOV policies for new board members. Each policy under review was discussed. MOTION: Moved by Jan Hopkins, seconded by Wendy Quarry , That GOV 30, 35, 90, and 202 be approved as revised or reviewed Carried



		Jan Hopkins and Peter McKenna will further review GOV 201, and will bring it back to the next Board meeting. Jan noted that, in response to a question raised at the orientation session for new Board members, the By-Laws have been re-numbered 2014-1.
	b.	<p>Finance Committee**</p> <p>The financial report for the first quarter isn't submitted to LHIN; all other quarterly reports are submitted. The 3rd Q is particularly important due to possible re-allocation of funds. The Finance Committee generally meets two weeks prior to Board meeting; their schedule will be addressed at their next meeting. A sample quarterly report will be sent to the new board members so that they can familiarize themselves with it; the Treasurer will be invited to come to next orientation meeting. A special meeting will be organized to explain the financial system for new board members and anyone else who would like to attend.</p>
	i.	Treasurer's Report**
	ii.	1 st Q reports**
	iii.	Set Auditor's fee**
	c.	<p>Community Engagement Committee</p> <p>Wendy Quarry outlined the background of the committee, the purpose and the makeup of the current committee. Four community members sit on the Community Engagement committee.</p>
	i.	<p>Strategy**</p> <p>The Committee developed the CE Strategy in 2013; and is now developing the 2014-2015 workplan based on that strategy. The workplan is targeted for completion in September. Priorities include a focus on membership, discussion groups in Merrickville, follow-up to the meeting several years ago in Smiths Falls with the Health Unit (possibly in December) and Bridges out of Poverty, with a meeting in October. Committee members attended the Eco Fair in Merrickville and the Health Fair in Smiths Falls. RCHS membership has increased by more than 30 members. The Committee is hoping to use membership as a platform to move forward. New board members were invited to join the Community Engagement committee. Peter McKenna has an outline of a draft operational communication plan and, after reviewing it, will share it with the Community Engagement chair and board secretary.</p>
	d.	<p>Executive Director Report**</p> <p>The report was distributed in the Board package. The Executive Director advised the Board that there will be a dip in primary care service due to the implementation/training of the new electronic medical records system and the unavailability of two physicians. Funders and clients have been informed; improvements will come later in the fall.</p>
	i.	<p>Client Feedback**</p> <p>Reported quarterly. Three complaints/suggestions were received, and a letter from a satisfied client was circulated to the Board.</p>
	f.	<p>Report from Chair**</p> <p>A verbal report was given. Tom Rankin will continue to refine his reporting based on input from the Board. One Board member indicated an interest in receiving a written report that is not too long. Any director having a question is invited to contact Tom directly.</p>
	i.	<p>Annual Planning Meeting Date set**</p> <p>Several ideas for a Board retreat were raised at the Executive Committee: previous outstanding issues from earlier retreats; Board role in Health Links; committee structures. This could also be a team building opportunity. Date chosen: Saturday October 18 10:00 am to 1:30 pm at SFCHC. The ED attends and possibly senior management – with or without a facilitator. Tom Rankin will approach a small group of Board members to help to organize the session.</p>
	ii.	<p>Board of Director's Annual</p> <p>Graeme Bonham-Carter has agreed to chair the Nominating Committee, Wendy Quarry has agreed to remain</p>



		Evaluation**	chair of CE, Don Dutton has agreed to stay on as Treasurer. Board members are asked to identify their preferences for participation on Board committees to Judy Harting. Judy will send out committee TOR policies to the new directors.
		iii. Bio updates for website**	Only one director to confirm; Judy will load to the website.
		iv. AOHC Conference Report	Wynn Turner reported that the joint primary health care/Public Health conference was a great way to get these two parts of the health system together. She found previously unseen opportunities to think bigger and to be a leader in creating more effective communities. Peter McKenna noted that this was the first time public health and primary health care met together to see where system it is working and where can it improve. One presentation on “Model of primary health care and public health working together” was very enlightening and maybe something that 3 CHCs and public health locally could work together to move forward. Graeme Bonham-Carter obtained a tremendous amount of information and encouraged new board members to attend if they have the opportunity. Public health and primary health care CHCs working together was very exciting. An example of the use of the Community Well-being Index for community engagement was particularly interesting. Tom Rankin was also really impressed with the combined conference. He noted an effective session on the determinants of health.
		v. Rideau Tay Health Links Board to Board meeting	Graeme Bonham-Carter noted that eight RCHS board members attended the last Board to Board meeting as part of the over 40 people from 14 different organizations that are part of the RTHL boards. Mary Woodman, Nurse Practitioner at Quinte Health Link, spoke about developing Coordinated Care Plans. The meeting report from the facilitator was sent to RCHS board members, and other participants. Tremendous enthusiasm – helping board members to get to know one another and work together. The group plans to meet as board to board group every six months and get progress reports on RTHL. The next meeting is scheduled for the end of November. RCHS Board directors should contact Graeme with any agenda suggestions.
9.	Approval of Board minutes		
	i.	May 27, 2014	MOTION: moved by Jan Hopkins, seconded by Don Dutton (via e-mail), That the May 27, 2014 board meeting minutes be approved as distributed Carried
	ii.	June 24, 2014 AGM minutes	The names of some new Board members were missed in the list of community members; this will be amended. MOTION: Moved by Jan Hopkins, seconded by Graeme Bonham-Carter, That the amended minutes of the June 24, 2014 AGM be put forward to the membership for approval at the 2015 AGM. Carried
	iii.	June 24, 2014 Board meeting	MOTION: moved by Jacques Pelletier, seconded by Graeme Bonham-Carter, That the minutes of the June 24, 2014 board meeting minutes be approved as distributed. Carried
10.	Future Agenda Items		<ul style="list-style-type: none"> - 2014-2015 ED Performance Plan approval[Motion] - GOV 201 - GOV 140, 160, 180, 230,,GOV 210 - Meeting evaluators for balance of 2014-15



**Board of Directors Meeting Minutes
Tuesday, July 22, 2014 – 5:00 p.m.
MDCHC Community Room**

11.	Meeting Evaluation	1. Comment on our ability to balance efficiency and effectiveness, such as allowing time for discussion. Fine, plenty of time, good balance of business and discussion. 2. Do we feel we followed our appropriate governance role (versus getting into operations) and attended to our board strategic priorities and work plan? Yes. Completed by Terry Lee, given to Judy for filing.
12.	Meeting Adjournment	MOTION: Moved by Liz Snider, That the meeting be adjourned at 7:45 p.m. Carried
13.	Date of Next Board Meeting	September 23, 2014 MDCHC Community Room 5:00 dinner 5:30 meeting

** Calendar items for July

Approved by: _____
Chair

Secretary