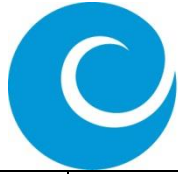




Board of Directors Meeting Minutes
Thursday, December 17, 2015 – 9:30 a.m.
MDCHC Community Room

Present: Jacques Pelletier (Board Chair), Don Dutton, Jan Hopkins, Graeme Bonham-Carter, Terry Lee, Bob Long, Liz Snider, Wynn Turner, Peter McKenna (Executive Director), Judy Harting (recorder),		
1.	Welcome, regrets & absences	Board Chair, Jacques Pelletier welcomed everyone. Quorum was in place. Called to order at 9:35 Regrets: Pauline Muysson, Ian Donald, Phil Fortier
2.	Approval of Agenda	MOTION: That the agenda be approved as presented. Moved by Liz Snider, seconded by Wynn Turner, Carried
3.	Declaration of Conflict of Interest	None declared
4.	Remarks from Board Chair	Breakfast at the Merrickville Legion with staff was good with excellent service. It has been a busy Nov/Dec and the Chair is looking forward to seeing the total income, which will be donated to the food cupboard as a result of the CP Holiday Train and other donations including \$2500 from the Grenville Federation of Agriculture. The Chair noted that Pauline Fitchett, Perth Enrichment Program for Older Adults, wanted to pass on her thanks to the Board for the opportunity to use the SFCHC community room for their meetings.
5.	Consent Agenda	MOTION: That the consent reports be accepted as presented Moved by Wynn Turner, seconded by Graeme Bonham-Carter, Carried
	a. Executive Committee	No report
	b. Community Engagement	No report
	c. Finance Committee	
	d. Executive Director Report	No report
	e. Board Chair report	
6.	New Business	
	a. Client Feedback**	The Executive Director reports quarterly on suggestion box comments / feedback / complaints. Most negative comments are due to misunderstandings rather than actual complaints. All current misunderstandings have been addressed. The ED will share the results of the random client survey at January board meeting. Three questions are used to meet reporting standards set by Health Quality Ontario. Other comments from the surveys will be shared with the community engagement committee. There was a 33% response rate for the survey. It is an ongoing challenge for re-booking clients in case of provider illness; this is being addressed.
	b. Primary Health Care white paper	The paper is expected shortly; the ED will send it out to the Board.
	c. Syrian Refugee information meeting	The meeting was held in Smiths Falls at the Rotary Hall, due to large response. Lots of information was received from the presenters, and people seemed happy about receiving it. The Chair felt that people appreciated RCHS's facilitating these types of events, and that the ED made a great speech. Terry Lee felt that there needs to be a leader in the SF area and there didn't seem to be anyone willing to lead it. The ED and Terry Lee will help to find someone to take the lead. Rotarians were glad to have the hall used and they wanted to help. Approximately 75-80 people attended, including the Smiths Falls Mayor and some municipal councilors.
	d. LHIN Funding	LHIN funding has been approved to re-roof the MDCHC, to repair MDCHC plumbing, and to purchase Ontario Telehealth equipment.



7.	Approval of Board Minutes	
	November 24, 2015 Board Minutes	MOTION: To approve the November 24, 2015 board meeting minutes, done via e-mail Moved by Jan Hopkins, seconded by Ian Donald, Carried
8.	Future Agenda Items	<ul style="list-style-type: none"> - Client Survey - Syrian Refugee update - Health Care White Paper - CE Workplan/Strategy - SFCHC redevelopment
10.	Meeting Evaluation - Graeme Bonham-Carter	<p>1. Comment on our ability to balance efficiency and effectiveness, such as allowing time for discussion. Plenty of time for discussion</p> <p>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 in general. The discussion on plumbing became operational, but it was useful to know about special capital allocations from the LHIN.</p> <p>Completed by Graeme Bonham-Carter, given to staff for filing.</p>
11.	Next Board Meeting	Tuesday January 26, 2016 5:00 dinner 5:30 meeting. MDCHC, Community Room
10.	Meeting Adjournment	MOTION: That the meeting be adjourned at 10:25 a.m. Moved by Don Dutton, seconded by Terry Lee Carried

** Calendar items for December

Approved by: _____
Chair

Secretary