



<b>Present:</b> Jacques Pelletier (Board Chair), Jan Hopkins, Bob Long, Phil Fortier, Liz Snider, Graeme Bonham-Carter, Terry Lee, Deb McGuire, Michele Leblanc, Janet Cosier, Peter McKenna (Executive Director), Erin Fleming (recorder)		
1.	<b>Welcome, regrets &amp; absences</b>	Board Chair, Jacques Pelletier welcomed everyone. Called to order at 5:26 p.m. . Regrets: Ian Donald, Don Dutton
2.	<b>Approval of Agenda</b>	<b>Additions/Changes – to new business i. Strategic Plan Memo; j. Paddle Fest</b> <b>MOTION: That the agenda be approved as amended.</b> <b>Moved by Bob Long , seconded by Graeme Bonham-Carter</b> <span style="float: right;"><b>Carried</b></span>
3.	<b>Declaration of Conflict of Interest</b>	None declared
4.	<b>Approval of Minutes</b>	<b>MOTION: That the May 24, 2016 board meeting minutes be approved as presented; done via e-mail</b> <b>Moved by Jan Hopkins, seconded by Don Dutton</b> <span style="float: right;"><b>Carried</b></span>
		<b>MOTION: That the June 28, 2016 board meeting minutes be approved as presented.</b> <b>Moved by Jan Hopkins, seconded by Deb McGuire</b> <span style="float: right;"><b>Carried</b></span>
5.	<b>Remarks from Board Chair</b>	July meetings tend to be more relaxed. The Chair would like to focus on 4 items:  <ol style="list-style-type: none"> <li>1. Q1 Financials</li> <li>2. ED report - borders for Sub LHINs</li> <li>3. Strategic Plan Memo – some actions we should put in place now</li> <li>4. Generative Discussion – Community Engagement Role</li> </ol>
6.	<b>Consent Agenda</b>	<b>MOTION: That the consent agenda be approved as presented</b> <b>Moved by Phil Fortier , seconded by Liz Snider</b> <span style="float: right;"><b>Carried</b></span>
	a.	Executive Committee Minutes June 14, 2016, July 12, 2016
	b.	Community Engagement No report
	c.	Finance Committee Terry Lee reported on behalf of the Finance Committee that RCHS is in excellent financial shape and on target for the first quarter. A new format was implemented with assistance from Nephin, Winter, Bingley to improve accuracy and efficiencies. Overall the Board found the format of the report to be good, with a nice amount of detail and was easier to understand than previous reporting format. Terry Lee noted that the new report format saves 7 hours of work time and improves accuracy. The Finance Committee also looked at yearly contracts. Michèle Le Blanc suggested consideration of implementing guidelines for 'Donations – Client Support' which is currently used at the discretion of directors for emergency circumstances with our clients. The ED explained this fund needs to remain as accessible and flexible as possible because needs vary as well as urgency. The ED will review this suggestion and come back to board with information.
	d.	Executive Director Report <ol style="list-style-type: none"> <li>1. The sale of Nightingale on Demand to Telus is predicted to be straight forward and not present a big impact on our staff and clients. The new tool is reported to be user-friendly; some staff already use it at other facilities and find it satisfactory. The ED will keep us updated on changes.</li> <li>2. The ED attended a presentation by the SE LHIN on July 19<sup>th</sup> regarding their recommendations for the number and boundaries of the sub LHIN planning regions. It looks like our sub LHIN will include Lanark Leeds and Grenville. The 2<sup>nd</sup> reading of Patients First legislation will take place in September, with a plan for passage in April 2017. Planning for a fall Board-to-Board meeting for our sub-LHIN will supported</li> </ol>



			<p>Christine Elliot has been appointed as the new patient ombudsman for Ontario. A letter of introduction and invitation to our facility to discuss her vision was sent to her by the Chair.</p> <p>3. The RCHS Capital Project was not on the July LHIN agenda; the space needs for the two local addictions and mental health agencies need to be sorted out before the LHIN considers our proposal. The LHIN will meet with the two agencies on August 9.</p> <p>4. The talking points regarding access that are contained in the ED report will be very helpful for staff and board alike. The Board thanked the ED for the information.</p>
	e.	Board Chair report	
<b>7.</b>		<b>Collaborative Governance</b>	<p>The Chair noted that Graeme Bonham-Carter's role in Collaborative Governance is important; the board will be looking for a Director to take over when he steps down. Graeme advised that there is not much to add at this point until the September Steering Committee meeting where it will be decided who will be included and if it's going to include a broader base with the introduction of the sub LHINs.</p>
<b>8.</b>		<b>New Business</b>	
	a.	Corporate Signing Officers	All officers have signed.
	b.	Signed Oaths of Confidentiality	All completed.
	c.	Update Bios for Website	On website; there will be an opportunity for a photo in September.
	d.	Board to Board Meeting	A sub-group consisting of Janet Cosier, Graeme Bonham-Carter, Peter McKenna and representatives from the Perth-Smiths Falls hospital will meet; a Friday in October was suggested.
	e.	New Director Orientation and Tour Feedback	<p>Great time had by all. The Chair asked for feedback from new board members:</p> <p>Deb McGuire liked the opportunity to get to know everyone. Highlights for her included Telemedicine; learning more about partnerships, hearing about creative responses to the rural health issues.</p> <p>Janet Cosier remarked that she was generally really impressed with range of RCHS services. The oral and dental program caught her attention in what it is trying to achieve in terms of community as the demand is so high. She was intrigued by exercise program and the innovative way that can be enjoyed in Brockville. The growth and potential of Telemedicine and where it could take us in terms of service provision was another highlight.</p> <p>Michele Leblanc noted that she is new to the health field. She is amazed at the customization in each location, and intrigued by the specific challenge of meeting needs of those from Rideau Regional in the community. The web of associations is complex and connected. The staff is amazing and the descriptions of staff and services described by directors speak to what we are accomplishing. Thanks the board for the welcome new members have received.</p> <p>The Chair remarked that it takes 2 years to have really good grasp of systems and acronyms. The Board welcomes the opportunity to see through fresh eyes and encourages new member not to be afraid to ask questions.</p> <p>The ED explained that the health system a complex adaptive system and not necessarily a cohesive place. Health Links is beneficial to pull all the pieces together.</p> <p>Bob Long remarked that he will bring forth fundraising for Dental program, which is severely underfunded as an item for the upcoming strategic plan.</p>



f.	Set Board Retreat date	Doodle Poll results: November 19 all are available, so the session will take place from 9:30-2 at SFCHC community room; Erin to book.
g.	Review AGM – Minutes, photos, procedures	Photos presented in slideshow before meeting. All members felt the Popups were excellent and the process/timing was easy to understand and follow. Honoring someone is very worthwhile for clients and community members as they celebrate the person and get to see what we are doing. The earlier start time was supported.
h.	GOV 220 and GOV 50	Governance policies are the responsibility of the Board; they are reviewed every 3 years with the exception of committee Terms of Reference which are reviewed annually. Two policies are presented for consideration; they have been reviewed and revised by the Executive Committee. Wynn Turner led the review of these policies. GOV 220 – As a board we use a number of measures to evaluate quality. The revision will be an amalgamation of GOV 220 and 75. The Quality Committee (GOV 75) has not been active for at least 6 years. GOV 75 will still show in index with strike and say replaced with GOV 220. One addition to GOV 220 was proposed; the Board’s second responsibility would read “Approve and monitor strategic and operational plans (including the quality plan provided to Health Quality Ontario)”. <b>MOTION: That GOV 220 be approved as revised.</b> <b>Moved by Jan Hopkins, seconded by Phil Fortier</b> <span style="float: right;"><b>Carried</b></span> GOV 50 outlines the approach that the Board takes to its evaluation of its performance. It was very popular with reviewers with last accreditation who use it as an example with their other audits. External evaluation of the Board and its accomplishments comes through the accreditation process. <b>Motion: That GOV 50 be approved as presented.</b> <b>Moved by Jan Hopkins, seconded by, Bob Long</b> <span style="float: right;"><b>Carried</b></span>
i.	Strategic Plan review	The memo drafted by Jan Hopkins and Peter McKenna summarizes the big issues. The process presented gives a good starting point and recommends a modest build on what is already in place. A Steering committee of Bob Long, Janet Cosier, Jacques Pelletier, Peter McKenna, Jan Hopkins and Liz Snider was formed. The committee agreed to recognize the importance of Community Engagement as a big factor in driving the strategic planning. The ED will call a meeting where chair will be elected. Erin will canvass committee members for the last week of August as first meeting.
j.	Paddle Fest – Community Engagement	The CEC has participated in a series of Community Events and has most recently been invited to attend Paddle Fest at Lower Reach Park on Aug 6 <sup>th</sup> from 9-5. Jacques Pelletier will be attending with Merrickville Bridges to Canada. The CEC is looking for other volunteers from the Board.
<b>9.</b>	<b>Future Agenda Items</b>	
		i. Generative Discussion Evaluation
		ii. Consent Agenda Evaluation
		iii. Refresh Work Plan
		iv. Role of Community Engagement (from April Minutes)
		v. Discussion on Strategic Plan
<b>10.</b>	<b>Generative discussion</b>	Community Engagement – what does it mean?



		<ul style="list-style-type: none"> <li>• The Board was pleased to discover at AOHC that the RCHS Board is very proactive in this. Very few CHCs have developed real processes. Many other boards felt community engagement was a staff role.</li> <li>• The board complements the role staff plays in engagement.</li> <li>• We need more focus on what we want to do and how we want to do. Taking on cause? Fundraising efforts? At the same time be cognizant that our resources are modest.</li> <li>• As a community governed organization, community engagement is already an element. The first act of engagement is the board around the table, the board is the community.</li> <li>• People need to know what we do and who we are. How do we make people aware on a systematic and regular basis? How do we get our message to more community members? There needs to be a two way dialogue. We need to be more engaged with media, but not delegate that to staff as they are already lean. Work with a communication strategy. Let the community know more of our successes. Use our brand to get message out there. Branding is more than just a logo. How do we get the biggest impact for the modest resources available?</li> <li>• We have the capacity to assist a number of community groups.</li> <li>• On the right track, but more work to be done to develop a plan of where we want to go.</li> <li>• Keeping our new GOV 220 Quality Policy in mind we want to do what will have the biggest impact.</li> <li>• Pop-ups are a good tool and give good info about RCHS. AGM was a way to generate those conversations and give information through personal stories.</li> </ul>
11.	<b>Meeting Evaluation</b>	Efficient and informative with opportunities to discuss. Abided by Governance role.
12.	<b>Next Board Meeting</b>	Tuesday Sept 27, 2016 5:00 dinner 5:30 meeting MDCHC, Community Room
13.	<b>Meeting Adjournment</b>	<b>MOTION: That the meeting be adjourned. Moved by Janet Cosier.</b> <b>Meeting adjourned at 7:00 pm.</b>

\*\* Calendar items for July

Approved by: \_\_\_\_\_  
Chair

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Secretary