



<b>Present:</b> Jacques Pelletier (Board Chair), Jan Hopkins, Bob Long, Liz Snider, Graeme Bonham-Carter, Ian Donald, Terry Lee, Janet Cosier, Michèle Le Blanc, Deb McGuire, Peter McKenna (Executive Director), Anne Caron (Director Corporate Services), Judy Harting (recorder), Christine Peringer, Jane Page-Brown Regrets; Phil Fortier		
<b>1.</b>	<b>Strategic Planning Focus Group</b>	Jacques Pelletier welcomed everyone. Bob Long, Chair of the Strategic Planning Committee noted there was a 36% response rate to the client survey. A memo with three questions and some background information was included in the Board package. Facilitator Christine Peringer noted that only four of the current directors were at the last strategic planning session several years ago. “ <b>Who are you as an organization?</b> ” The identity statements of this organization are based on the Vision: “Healthy people creating healthy communities”, Mission: “As a community-governed organization within Ontario’s health and social service system, we engage individuals and communities to improve health and well-being”, and the CHC Model of Health and Wellbeing. A report of the discussions will be prepared by Jane Page-Brown
		Jane Page-Brown thanked everyone for their participation in the Strategic Planning Focus session.
	<b>Welcome, regrets &amp; absences</b>	Board Chair, Jacques Pelletier called the Board to order at 6:20 p.m. Regrets: Phil Fortier
<b>2.</b>	<b>Approval of Agenda</b>	Add under New Business G: private members bill support request <b>MOTION: That the amended agenda be approved as presented</b> <b>Moved by Graeme Bonham-Carter, seconded by Michèle Le Blanc, Carried</b>
<b>3.</b>	<b>Declaration of Conflict of Interest</b>	None declared
<b>4.</b>	<b>Approval of Board minutes</b>	<b>MOTION: That the September 27, 2016 board meeting minutes be approved, done via e-mail</b> <b>Moved by Jan Hopkins, seconded by Graeme Bonham-Carter Carried</b>
<b>5.</b>	<b>Remarks from Board Chair</b>	The Chair thanked everyone for their participation in the focus group.
<b>6.</b>	<b>Consent Agenda</b>	<b>MOTION: That the consent reports be accepted as presented</b> <b>Moved by Liz Snider, seconded by Janet Crosier, Carried</b>
	a. Executive Committee	
	b. Community Engagement	Meeting dates changed to the first Thursday of every month.
	c. Finance Committee	
	d. Executive Director report	The new Merrickville-Wolford CAO met with ED. The Municipality is an important partner with RCHS in Merrickville. Based on the Ministry’s promise at the beginning of 2016, there will be very modest increased funding for staff salaries. Dieticians and Nurse Practitioner staff will receive increases over the next two years while the balance of employees will receive a minimal increase. Information has been received but not the actual funding letter. The ED is sending a video to all staff tomorrow. The Ministry has accepted the HAY pay framework that the AOHC has defined. Benefit funding has been increased to 22.5% of remuneration. The November 7 Capital Project meeting has been deferred to December 5 in Belleville. A delegation of directors could go down to Kingston to meet with their board to discuss how they had done their capital project. Peter McKenna will organize this.



	e.	Board Chair report	(At this point Peter McKenna left meeting)
7.	<b>Collaborative Governance</b>		Next meeting is November 4 from 9-12 at the Free Methodist Church. An invitation and agenda will be sent to directors this week; an RSVP is requested. Liz Snider, Terry Lee, Don Dutton and Deb McGuire plan to attend.
8.	<b>New Business</b>		
	a.	Refresh Workplan 2016-2017	The Board/Staff breakfast is being held Thursday December 15 at the Smiths Falls Rotary Hall. The Board was asked to convene a special meeting during the breakfast and make a motion to recognize a long term employee. The Board supported this proposal.
	b.	Approval of 2Q Financials	<b>MOTION: That the 2<sup>nd</sup> Quarter Financials be accepted as presented</b> <b>Moved by Don Dutton, seconded by Michele Le Blanc,</b> <b>Carried</b> Congratulations to the staff for the preparation of a very useful report.
	c.	GOV 230 Volunteer Rights and Responsibilities	<b>MOTION: That the changes to GOV 230 be approved as presented</b> <b>Moved by Jan Hopkins, seconded by Ian Donald,</b> <b>Carried</b> Another volunteer appreciation lunch will be held in 2017 during Volunteer Appreciation Week
	d.	Board Governance Evaluation Final Report	The report was completed by Wynn Turner. It is useful for the Board to have information about the Board's accomplishments during the year, and ways in which our work can be improved. Liz Snider and Ian Donald will be preparing the report next year.
	e.	Legislative Compliance Report	Staff are responsible for compliance with legislation; the Board does due diligence to ensure that RCHS is indeed in compliance. The report shows that all points have been covered. <b>MOTION: That the Legislation Compliance Report be accepted as presented</b> <b>Moved by Ian Donald, seconded by Deb McGuire</b> <b>Carried</b> The Executive Assistant was thanked for her work on keeping the background paperwork and board packages organized.
	f.	Board Retreat Agenda	Distributed in board package. As no appropriate speaker could be secured, there will be an "AMA" - Ask Management Anything session, which will allow the Board to ask any operational questions that Directors normally don't get to ask in carrying out their governance role.
	g.	Support Letter	A letter was received from MPP Sylvia Jones, Dufferin-Caledon, seeking support for her private member's Bill regarding Hepatitis C medication. While the Board recognizes the importance of the issue that is being addressed in the Bill, the proposed letter to the Minister of Health and Long-Term Care should be revised to make it appropriate for the RCHS Board Chair to sign. <b>MOTION: That the Board Chair re-draft the letter of support for the Private Member's Bill and seek agreement from Board Directors by e-mail.</b> <b>Moved by Terry Lee, seconded by Janet Cosier</b> <b>Carried</b>
9.	<b>Future Agenda Items</b>		Generative Discussion Evaluation – rank the themes – delegating to Executive (possibly have a 1 page info sheet about the topic) Share with staff – keep within governance.
10.	<b>Meeting Evaluation - Liz Snider</b>		1. <i>Comment on our ability to balance efficiency and effectiveness, such as allowing time for discussion.</i> Allowed time for discussion on consent agenda as required. Efficiently covered other agenda items to effectively cover topics with discussion within reduced time frame because of Strategic Plan focus group.



		<p>Board members came prepared for discussion on agenda items.</p> <p>2. <i>Do we feel we followed our appropriate governance role (versus getting into operations) and attended to our board strategic priorities and work plan?</i></p> <p>Good discussion on strategic plan issues. Broad ranging discussions but within appropriate governance role. Some discussion on future governance topics for forward planning.</p> <p>Done by Liz Snider , filed with staff</p> <p>Terry thanked Jacques for meeting with Fulford Academy &amp; Hugh Colton; the meeting resulted in 17 students doing volunteer work in the community for Mountain of Food</p>
11.	<b>Meeting Adjournment</b>	<p><b>MOTION: That the meeting be adjourned at 7:15 p.m.</b></p> <p><b>Moved by Don Dutton, Carried</b></p>
12.	<b>Next Board Meeting</b>	<p><b>Tuesday Nov. 22 5 pm dinner, 5:30 meeting MDCHC</b></p> <p><b>Thursday Dec. 15 – Board/Staff Breakfast Smiths Falls Rotary Hall</b></p>

\*\* Calendar items for October

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

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Secretary