



<b>Present:</b> Jacques Pelletier (Board Chair), Jan Hopkins, Bob Long, Liz Snider, Ian Donald, Don Dutton, Terry Lee, Michèle Le Blanc, Deb McGuire, Peter McKenna (Executive Director), Onalee Randell, (Director, Community Services), Kelly Robinson (Director, Primary Care), Jane Page-Brown (Coordinator, Quality and Strategic Projects), Judy Harting (recorder)		
1.	<b>Welcome, regrets &amp; absences</b>	Board Chair, Jacques Pelletier called the Board to order at 5:25 p.m. Regrets: Janet Cosier, Graeme Bonham-Carter, Phil Fortier
2.	<b>Approval of Agenda</b>	Add under Item 8f) AOHC Board vacancy; SF Hub Capital Project becomes 8g; add a+) Alternating sites for board meetings <b>MOTION: That the amended agenda be approved as presented</b> Moved by Deb McGuire, seconded by Terry Lee, Carried
3.	<b>Declaration of Conflict of Interest</b>	None declared
4.	<b>Approval of Board minutes</b>	<b>MOTION: That the October 25, 2016 board meeting minutes be approved, done via e-mail</b> Moved by Jan Hopkins, seconded by Ian Donald Carried
5.	<b>Remarks from Board Chair</b>	Encouraged Board Directors to attend the After School event – which is very satisfying and enlightening.
6.	<b>Consent Agenda</b>	<b>MOTION: That the consent reports be accepted as presented</b> Moved by Liz Snider, seconded by Bob Long, Carried
	a. Executive Committee	
	b. Community Engagement	No report
	c. Finance Committee	
	d. Executive Director report	Administration re-design has been undertaken to ensure that RCHS is using its administrative workforce efficiently, or its technology to its fullest. This will allow RCHS to demonstrate effectiveness administratively and to accept new programs which often come without administrative resources.
	e. Board Chair report	
7.	<b>Collaborative Governance</b>	The report from Graeme Bonham-Carter was distributed. RCHS is seen as leaders in this venture, and thanks to the leadership we may be one of the first sub-LHINs. Board participants at the meeting felt that it was a positive experience. There were 68 participants with only a small number of EDs. A full report will be sent out once finalized. Partners from the Champlain LHIN were there, as well as some new prospective partners from other sectors. The organizing group had a follow-up meeting; the November 4 evaluations demonstrated a resounding desire to move forward; The group will be organizing another meeting in the spring. The LHIN wants to marry the collaborative governance group to this endeavor. Peter McKenna noted the LHIN has asked that the term sub-LHIN not be used, but that we refer to the sub-region. There will be two separate groups as is the situation with Health Links: a governance group of Boards, and an operational group of CEOs, with two or three people employed directly from the LHIN. The SE LHIN invited ED Network members, NPs and physicians to meet in Perth Dec 5 to hear about the Patients First sub-region. The LHIN will provide the information that is necessary so that participants can adjust their structures accordingly. Rideau Tay Health Links will continue to exist and has been funded for a couple of years. The Chair noted he has been contacted by the Board Chair of Belleville CHC to seek interest in a meeting of SE LHIN CHC's in the spring; the Board expressed support for such a meeting.
8.	<b>New Business</b>	



	a.	New Member orientation followup*	A map of how the organizations in the health system link together would be helpful for everyone. Another map of all services offered by RCHS and who is entitled to them would be useful for the Board members. Ian Donald's slide deck should be held in a common library.
	a.+	Board meeting locations	The suggestion that board meetings alternate between the Merrickville and Smiths Falls sites was supported. The January 24, 2017 meeting will be in SFCHC.
	b.	2016-17 Operational Plan update*	The mid-year report included in the board package. The ED thanked Management and staff for their work in pulling the information together and writing the report. There was an excellent response rate to the client survey. Advanced Access explanations and problems were discussed. Congratulations were expressed by the Board on progress in increasing access. Diabetes education overlap was also clarified. RVDS sees about 3 – 4 times the clients per team compared with other organizations that provide that service. The AOHC have offered to do an in-service training on Index of Health & Wellbeing. If a municipality is interested in one aspect of the Index, they could possibly see results by 2018. The Chair asked that the operational plan be kept on the agenda, so that it can be referred to and used. More emphasis on promoting the organization's successes to the public would be worthwhile. Communications has been identified as a gap and looking at next year's budget for funds to address that gap. Wednesday Nov 30 management will be looking at BIRT data and how to pull this out to compare results. Management is planning on doing a Board BIRT/OHRS data presentation in January or February. Hospital "reports manager" is still not working as expected, but a new EMR system "PS Suite" will soon be in place which will help this process.
	c.	Remembrance Day Wreaths*	Board Chair laid a wreath at the Remembrance Day ceremonies in Merrickville and another was placed by the Legion at Smiths Falls.
	d.	Board Retreat synopsis	Feedback from directors – could have been longer, but was good. Ask Management Anything was appreciated. Preparation documents were very good.
	e.	Policies – GOV 76 Community Engagement TOR	Reviewed by Committee and no changes required. <b>MOTION: That the reviewed GOV 76 Community Engagement Committee TOR be accepted as presented</b> Moved by Liz Snider, seconded by Michèle Le Blanc <span style="float: right;">Carried</span>
	f.	AOHC Board Vacancy	There is a vacancy on the AOHC Board for and an Eastern Ontario CHC director could fill this position. There will be a formal call for nominations in January. Bi-monthly meetings are in Toronto. The AOHC board follows the Carver board model.
	f.	Smiths Falls Hub Capital Project	<b>MOTION: That the Board move in camera</b> Moved by Don Dutton, seconded by Ian Donald, <span style="float: right;">Carried</span> <b>MOTION: That the Board move out of camera</b> Moved by Liz Snider, seconded by Deb McGuire, <span style="float: right;">Carried</span> It was agreed that Terry Lee pursue the option for the SFCHC Health Hub that was discussed.
9		Strategic Discussion	At Saturday's Strategic Plan discussion, three proposed directions with specific objectives were reviewed. It's important that the community can see themselves in these directions, and that the language used in the strategic directions is accessible and understandable by the community and clients. The Strategic Plan



		Committee is meeting Dec 6 to review the first draft of the Strategic Plan; Board members are invited to attend.
10.	<b>Future Agenda Items</b>	Generative Discussion Topics: 1. Aging Population; 2. Setting up a foundation; 3. Pros & cons of health hub; 4. Keeping seniors in their home + technology; 5. Harm reduction – safe injection site; 7. Drug use & opioids; 8. Food security; 9. Health in workplace. January’s generative discussion item will be identified in advance
10.	<b>Meeting Evaluation - Bob Long</b>	1. <i>Comment on our ability to balance efficiency and effectiveness, such as allowing time for discussion.</i> Allowed time for discussion. Effectively covered all topics. Board members were prepared and participated. Excellent discussion on operational plan update with good questions and good clear answers. 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> Good broad ranging discussions but within governance role. Good discussion of Strategic Plan. Prepared by Bob Long , filed with staff
11.	<b>Meeting Adjournment</b>	<b>MOTION: That the meeting be adjourned at 7:30 p.m.</b> <b>Moved by Don Dutton, Carried</b>
12.	<b>Next Board Meeting</b>	<b>Thursday Dec. 15 – following Board/Staff Breakfast Smiths Falls Rotary Hall</b>

\*\* Calendar items for November

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

\_\_\_\_\_  
Secretary