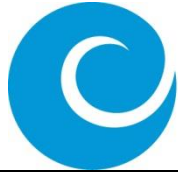




<b>Present:</b> Jacques Pelletier (Board Chair), Jan Hopkins, Liz Snider, Ian Donald (by phone), Bob Long, Janet Cosier, Michèle Le Blanc, Deb McGuire, Terry Lee, Graeme Bonham-Carter, Phil Fortier, Peter McKenna (Executive Director), Onalee Randell (Director Community Services), Anne Caron (Director, Corporation and Administration Services), Kelly Robinson (Director, Primary Care Services), Jane Page-Brown (Coordinator, Quality and Strategic Projects), Lisa Wan (Health Administrative Manager, Judy Harting (recorder), guest Stephen Bird (outgoing board member of Lanark Renfrew Community Health Services)		
1.	<b>Welcome, regrets &amp; absences</b>	Board Chair, Jacques Pelletier called the Board to order at 5:30 pm. Regrets: Don Dutton
2.	<b>Approval of Agenda</b>	<b>MOTION: That the agenda be approved with addition of item 8E, AGM discussion, and item 10, in camera session.</b> <b>Moved by Graeme Bonham-Carter, seconded by Terry Lee, Carried</b>
3.	<b>Declaration of Conflict of Interest</b>	None declared
4.	<b>Approval of Board minutes</b>	<b>MOTION: That the February 28, 2017 board meeting minutes be approved.</b> <b>Moved by Jan Hopkins, seconded by Janet Cosier, Carried</b>
5.	<b>Remarks from Board Chair</b>	The last board meeting was very good, with guests and discussion of Basic Income Guarantee adding to the value of the meeting. Very interesting and many sided discussion. Having the youth perspective was interesting.
6.	<b>Consent Agenda</b>	<b>MOTION: That the consent agenda be accepted as presented</b> <b>Moved by Deb McGuire, seconded by Liz Snider, Carried</b>
	a. Executive Committee	No report. The AOHC Annual Conference is June 7 and 8. Jacques Pelletier will be presenting, as well as several staff. Terry Lee and Liz Snider will attend also. Any other Board member who is interested in attending should advise Judy Harting.
	b. Community Engagement	No report
	c. Finance Committee	
	d. Executive Director report	A limited number of Vimy Oak saplings were raised from acorns of the oak trees at Vimy Ridge and are now available. RCHS's application to purchase one of the saplings has been accepted. There will be a planting ceremony; a committee to organize this will include Peter McKenna, Jacques Pelletier, a Legion representative, Bob Long and Michèle Le Blanc. A meeting will take place April 12, 9 am at MDCHC. Phil Fortier offered to make a donation if any monies are required. RCHS will partner with the Legion, the Village and Historical Society. Ian Donald will contact the Historical Society to request a representative.
	e. Board Chair report	
	f. Nominating Committee	Board members are asked to have anyone they know who is interested or suited for Board membership, contact Peter McKenna for more information. No particular skills gaps were identified. One formal application and two inquiries have been received to date.
7.	<b>Collaborative Governance</b>	A planning meeting is scheduled for next week. The next Board-to-Board meeting will be May 26. There is a need to understand the current leaders' roles within collaborative governance. We also need to consider whether we want to continue to be a leader or a follower. This could be the next Board meeting's generative discussion. Janet will be away but will give thoughts on this. Getting together with other CHC boards could also be a goal, to see what other CHCs are doing. The Agenda for the next Board-to-Board meeting will be available before April Board meeting.



8.	<b>New Business</b>		
	a.	Election of new Secretary and Treasurer	<p>Since the current Secretary and Treasurer will be ending their board terms this year they are willing to mentor the upcoming candidates prior to their commencement.</p> <p><b>MOTION: That Ian Donald be confirmed as Secretary for the 2017-18 Board year</b>  <b>Move by Jan Hopkins, seconded by Graeme Bonham-Carter, Carried</b></p> <p><b>MOTION: That Terry Lee be confirmed as Treasurer for the 2017-18 Board year</b>  <b>Moved by Michèle Le Blanc, seconded by Phil Fortier, Carried</b></p>
	b.	M-SAA Agreement	<p>Multi-Sectorial Service Accountability Agreement: The SE LHIN has extended the 2014-2017 agreement for another year. RCHS and other CHCs continue to press to reduce the metrics overall, as some require considerable effort to collect and are of questionable value. The SE LHIN is open to having this topic discussed.</p> <p><b>MOTION: That the Board authorize Peter McKenna and Jacques Pelletier to sign the 2017-18 M-SAA Agreement</b>  <b>Moved by Bob Long, seconded by Liz Snider, Carried</b></p>
	c.	Policies:	
			<p>GOV 303 Purchasing Card          GOV 303 APP A          GOV 303 APP B          GOV 304 Use of Corporate Funds          GOV 40 Board Development and Orientation          GOV 73 Nominating Committee TOR          GOV 130 Recruitment and Succession          GOV 74 Audit Committee TOR</p> <p>All policies have been reviewed by committees</p> <p><b>MOTION: That the above policies be accepted as reviewed.</b>  <b>Moved by Phil Fortier, seconded by Ian Donald, Carried</b></p>
	d.	Oral Dental Health discussion	<p>This is an initiative and a priority of the Community Engagement (CE) committee. An outline of the project was in the board package. Direction and guidance from the board are required as this project will require assistance from the whole board for any activities or fundraising. This may change the focus of the CE committee to include fundraising.</p> <p>Liz Snider, CE Chair thanked Deb McGuire, Michèle Le Blanc and Fred McFarland for work on this outline. She noted that formal fundraising has accreditation standards to adhere to. Onalee Randell noted that every \$2100 raised equals one day of dental coverage with 12 people seen. Additional help to better define the deliverables would be useful, Ian Donald is interested in participating. Details of plan need to be fleshed out and brought to the Board.</p> <p>A sustainable program would have a part-time dentist, 1-2 days a week, year round. Current SE LHIN funding will run out at the end of June. A funding proposal has been submitted to Greenshields Canada by staff. Other sources of funds need to be identified and built into the proposal outline. RCHS could apply for government</p>



		<p>grants and have board/committee raise funds separately. The SE LHIN considers the dental program a pilot project. If the program is included in base funding then cost/coverage becomes a predictable amount. Partnering with other organizations/service clubs should be considered. It was noted that the LHIN doesn't fund RCHS to fundraise; staff resources need to be used frugally.</p> <p><b>MOTION: That the Board support the Oral Dental Health project initiative.</b>  <b>Moved by Jan Hopkins, seconded by Phil Fortier,</b> <span style="float: right;"><b>Carried</b></span></p> <p>A detailed business plan will be brought back to the Board.</p>
e.	AGM 3027 June 27	<p>The Merrickville Day Nursery is a non for profit organization celebrating their 25<sup>th</sup> anniversary. The AGM Committee proposes that RCHS recognize them at our AGM for their work supporting early childhood development.</p> <p><b>MOTION: That the 2017 "Community Service Recognition" award be given to Merrickville Nursery School.</b>  <b>Moved by Janet Cosier, seconded by Bob Long,</b> <span style="float: right;"><b>Carried</b></span></p> <p>The program will include "pop-ups" again this year. Renewal notices for membership will be going out tomorrow.</p>
9.	<b>2017-18 Operational Plan, Quality Improvement Plan and Budget:</b>	<p>Many people were involved with the development of these plans: staff, board and others. This is the first year of the three new directions. The plan was developed, recognizing the time that staff has to undertake new initiatives. 30-40% of workload is what is outlined in the plan, 50-60% is doing the day to day work, and a small percentage is to cover those things that arise that were unforeseen. This being the foundation year of the new plan, considerable work will be done to set up baselines. Next year will be more service activity based. The next step will be to develop a workplan to attain these goals.</p> <p>Peter McKenna estimated that the ten activity areas have 37 planning items, 10 action items and 4 that combine both. While the plan follows the three strategic directions as set by the board, some items don't fit neatly under a specific direction. Next year RCHS will have better targets and measures, and show clearer ties with specific directions.</p> <p>Socio demographic information is received from new clients as they join RCHS..</p> <p>Correlating the goals with the strategic directions, possibly by colour coding would be useful. First year is strong foundation to move forward into years two and three. Board members asked several questions regarding the plan, staff answered in a straightforward and informative manner.</p> <p>Peter McKenna advised the Board that RCHS will not be one of the CHCs audited by the provincial Auditor General.</p> <p><b>MOTION: That the 2017/18 Operational Plan be approved as presented.</b>  <b>Moved by Janet Cosier, seconded by Bob Long,</b> <span style="float: right;"><b>Carried</b></span></p> <p>The budget is a zero increase budget, staying within the mid-range for administration costs. There is no significant change in budget line amounts.</p> <p><b>MOTION: That the budget be approved as presented.</b>  <b>Moved by Terry Lee, seconded by Phil Fortier,</b> <span style="float: right;"><b>Carried</b></span></p> <p>The Quality Improvement Plan is exciting. Over the last years there has been an increase by all staff in awareness of the quality way of doing business; we are looking forward to continuing this. Mandatory items</p>



		were highlighted in red. Management is looking at improving the “documenting the story” portion, obtaining timely information from partners, and engaging and empowering clients to give information. <b>MOTION: That the 2017/18 Quality Improvement Plan be approved as submitted.</b> <b>Moved by Ian Donald, seconded by Deb McGuire</b> <span style="float: right;"><b>Carried</b></span> The work by management and staff on the plans and budget was appreciated by the Board.
10.	In Camera	<b>MOTION: That the meeting be moved “in-camera”</b> <b>Moved by Terry Lee, seconded by Phil Fortier,</b> <span style="float: right;"><b>Carried</b></span> <b>MOTION: That the meeting move out of “in-camera”</b> <b>Moved by Michèle Le Blanc, seconded by Deb McGuire,</b> <span style="float: right;"><b>Carried</b></span> The Board agreed that the current path being taken by the Executive Director is the one that should be followed.
11.	Future Agenda Items	Policies Executive Director performance appraisal – report to Board in May
12.	Meeting Evaluation - Graeme Bonham-Carter	1. <i>Comment on our ability to balance efficiency and effectiveness, such as allowing time for discussion.</i> Plenty of time for discussion. Work plan thoroughly discussed. 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> Yes, very effective meeting Done by Graeme Bonham-Carter, filed with staff
11.	Meeting Adjournment	<b>MOTION: That the meeting be adjourned at 7:30 p.m.</b> <b>Moved by Liz Snider,</b> <span style="float: right;"><b>Carried</b></span>
12.	Next Board Meeting	<b>Tuesday April 25 – MDCHC Community Room 5:00 Dinner 5:30 Meeting</b>

\*\* Calendar items for March

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

\_\_\_\_\_  
Secretary