

Present: Jacques Pelletier (Board Chair), Liz Snider, Ian Donald (via teleconference), Bob Long, Janet Cosier, , Michèle Le Blanc, Terry Lee, Phil Fortier, Terry Gilhen, Kenna McCall, Deb McGuire, Peter McKenna (Executive Director), Kelly Robinson, Director of Primary Care, Anne Caron, Director of Corporate Services, Jane Page-Brown (recorder)		
1.	Welcome, regrets & absences	Board Chair, Jacques Pelletier called the Board to order at 5:28pm Regrets: none
2.	Approval of Agenda	MOTION: that the amended agenda be approved Moved by P. Fortier, seconded by T. Gilhen , Carried.
3.	Declaration of Conflict of Interest	None declared
4.	Approval of Board minutes	MOTION: That the November 28, 2017 Board meeting minutes be approved, Moved by I. Donald , seconded by T. Gilhen Carried.
5.	Remarks from Board Chair	The Chair asked for feedback on the retreat held this past Saturday January 27 th : General Comments: <ul style="list-style-type: none"> - Good meeting – convivial - Good discussion and exploration of the way forward – all options presented - Helped to have Bill Davidson there – gave some sound advice – excellent presenter - The technology worked well for Ian who joined via teleconference - Those who were not able to attend received a summary of the session highlights <p>The strategic discussion for today’s Board meeting builds on the consensus reached at the retreat and will allow more questions and discussion.</p>
6.	Consent Agenda	MOTION: that the consent agenda be approved as presented Moved by J. Cosier , seconded by T. Lee , Carried
	a.	Executive Committee Minutes included in agenda package
	b.	Finance Committee No report Finance committee 3 rd Quarter Financials is covered in agenda item #9. A.
	c.	Community Engagement Committee Minutes included in agenda package
	d.	Nominating Committee (verbal report) Committee Chair D. McGuire reported a very productive meeting on January 29 th <ul style="list-style-type: none"> - The meeting resulted in the beginnings of a plan in terms of moving forward - Are looking at recruitment in a strategic way; - Discussed approaching specific people as well as a formal process to attract and recruit potential Board and/or Committee members - Will be meeting again in one month

	e. Executive Director report	<p>Two items reported in addition to the written report:</p> <ol style="list-style-type: none"> 1. Community Forum on the proposed Rideau Tay Residential Hospice <ul style="list-style-type: none"> - Invitation circulated for an upcoming forum on the residential hospice - The Exec Director from the Madawaska Valley Hospice Palliative Care will attend and answer questions - Provides a forum to meet potential volunteers, donors etc. - Press release is being developed for circulation - Feedback provided from the Board re: the invitation wording - T. Lee, T. Gilhen and B. Long agreed they will attend on behalf of the RCHS Board 2. Interdisciplinary Primary Care Teams Initiative <ul style="list-style-type: none"> - Planning has been underway for past couple of years - Goal is to expand access for all patients in the region to allied health teams - Will include \$1.1M in new funding – includes admin dollars - Business plan being developed by the SE LHIN – due February 23rd - Will include patients (approx.. 20,000) of Smiths Falls and Perth area Family Health Organizations (FHOs) - Aim is to start with a base model and improve over time - Very good news for patients - Funding to flow April 1, 2018 <p>Discussion re: physician resignation</p> <ul style="list-style-type: none"> - Action plan is in place as outlined in memo - Investing in new recruitment methods - Physician recruitment program in Smiths Falls is still active but it is regional so some new physicians have moved into surrounding areas. Also, new physicians often attracted to larger urban areas. - Board will be kept informed of any new developments - Health Force Ontario is the planning body that supports recruitment .
	f. Board Chair report	Included in agenda package
7.	Collaborative Governance	<ul style="list-style-type: none"> - Planning Committee will be meeting on Monday Feb 5th to review results of the last forum in December 2017 and to plan ahead for a session in the spring - Looking for ideas to be passed on to the committee for the next forum - Some potential topics have been raised (e.g. Mental Health and Addictions, Sub-region Integration Table (SRIT)) - Input sought on any topics that will support collaborative governance - Noted that planning for the sub-region makes sense as priorities and services can vary across regions - Progress continues as it is recognized that organizations must work together to transform the system
8.	Business Arising	
	a. Review of RCHS Governance Structure	<ul style="list-style-type: none"> - J. Cosier referenced the memo from the previous Board meeting which outlined general practices and trends re: governance - She is still doing research and surveying and as part of this would like to talk to the RCHS Committee Chairs

			<ul style="list-style-type: none"> - Important committee work will emerge as a result of the hub development - She also invites comments via email from the Board and/or the senior leadership team - Re: timing; Looking towards the AGM to decide on any changes to the Board structure
	b.	Succession Planning	<p>General discussion re: the Board's duty to have a plan in place The Chair asked for input from the Board as to the process ahead and the development of a strategy</p> <p>Suggestions:</p> <ul style="list-style-type: none"> - Develop a profile of the skills and attributes needed - Consider recruitment from within RCHS - Use the strategic/operational plan to identify future challenges and thus, skills needed in an ED to address priorities - Develop a committee to develop and steer the process - Host a retreat to start planning process - Have an in-camera discussion in the near future (i.e. within the next 2 or 3 Board meetings)
9.	New Business		
	a.	Approval of 3 rd Quarter Financials	<p>T. Lee reported:</p> <ul style="list-style-type: none"> - Budget pressures are not as great as 2nd quarter - On target – for surplus to be spent - Largest surplus continues to be physician dollars - Staff reported on the on-going approval process whereby the SE LHIN has permitted use of surplus for nursing (NP and RN) - RCHS routinely requests surplus funds from the SE LHIN (e.g. to cover accessibility costs, oral health program etc.) <p>MOTION: That the 3rd Q financials be accepted as amended. Moved by T. Lee, seconded by B. Long</p> <p style="text-align: right;">Carried</p>
	b.	AOHC – Call for Resolutions	None to review at this time
	c.	AOHC – Board Liaison from RCHS	<p>AOHC would like a Board liaison to communicate with on a regular basis (e.g. newsletter, surveys) In addition to conveying messages to the RCHS Board from the AOHC, the rep would be invited to the annual AOHC conference for a meeting of all the Board liaisons</p> <p>Michèle Le Blanc agreed to assume the role on behalf of RCHS. Liz Snider to communicate this to the AOHC.</p>
	d.	Board and Committee meeting dates 2018	Provided in the agenda package as an information item

10.	Strategic Discussion	<p>Smiths Falls Capital Project/Residential Hospice</p> <p>J. Pelletier presented draft resolutions for review.</p> <p>After discussion the following resolutions were formally presented and voted on:</p> <p>Whereas, We the Board of RCHS consider the Smiths Falls region would benefit from a Community Hub bringing together health and social services as well as related public and private services; and</p> <p>Whereas, The RCHS Smiths Falls Health Hub project has been endorsed the SELHIN as a Stage 1 project and submitted to the MOH Capital Investment Branch; and</p> <p>Whereas, We consider it is our duty to explore other project options as we wait for the Health Capital Investment Branch to decide if or not the RCHS Health Hub is to be approved; and</p> <p>Whereas, The Residential Hospice offers an additional incentive to broaden our concept of a hub; and</p> <p>Whereas, We believe there are significant risks in delaying this project; therefore</p> <ol style="list-style-type: none"> 1. <i>Resolved</i>, That we explore additional and/or alternative funding and concept development options for a Community Hub. Moved by I. Donald, seconded by P. Fortier Carried. 2. <i>Resolved</i>, That we explore appropriate sites, including the possibility of buying an existing building, through a variety of funding methods, including but not restricted to, arranging for a mortgage, government, corporate and community fundraising and blending of capital funds for the future Residential Hospice. Moved by T. Lee, seconded by L. Snider Carried. 3. <i>Resolved</i>, That we engage the Smiths Falls region, health and social services partners, municipal authorities, community leaders, clients, staff and citizens in general to develop plans for a comprehensive community hub. Moved by K. McCall, seconded by D. McGuire Carried. 4. <i>Resolved</i>, That a capital projects committee be appointed by the Chair with terms of reference to be developed by the Executive Committee and approved by the Board. Moved by B. Long seconded by M. Le Blanc Carried.
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11.	Meeting Evaluation – Ian Donald	<p>Electronic or hard copy feedback forms are available to submit feedback</p> <p>I. Donald provided feedback from the Nov 28th meeting</p> <ul style="list-style-type: none"> - 70% are now providing feedback - Documentation – lots of info – good timely process – well organized and thorough - Presentations and discussions on governance, operational plan and strategy were very good and assisted members understanding on Board vision and community representation - Appreciated staff input in op plan update - Potential for enhancing approach to Brockville meetings <p>Recommendations:</p> <ul style="list-style-type: none"> - Continue staff participation role - Suggestion for Brockville based meetings: start meeting earlier – which may allow staff to participate <p>Final note: The Chair is promoting inclusive, informal and open discussion</p>

12.	Meeting Adjournment	MOTION: That the meeting be adjourned at 7:25pm Moved by P. Fortier	Carried
13.	Next Board Meeting	Tuesday February 27, 2018 Location: MDCHC Community Room 5:00 Dinner 5:30 Meeting	

Approved by: _____
Chair

Secretary