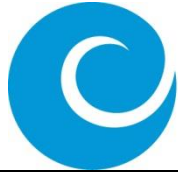
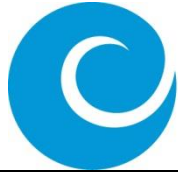


Present: Graeme Bonham-Carter, Pam Blackstock, Don Dutton, Wynn Turner, Rod Fournier, Wendy Quarry, Ainsley Charles, Tom Rankin, Jan Hopkins, John Mundy, Peter McKenna (Executive Director), J. Harting (recorder), Mike Bell (Director, Primary Health Care), Onalee Randall (Director, RVDS), Anne Caron (Director, Corporate Services), Jane Page-Brown (Planning, Evaluation & Quality Consultant),		
1.	Welcome, regrets & absences	Graeme Bonham-Carter welcomed everyone. Quorum was in place. Regrets: Bill Lough, Christina Dolgowicz
2.	Approval of Agenda	The following items were added to the agenda: 6 f. v. Letter to the Premier, vi. Board Assessment, vii. RTHL Board to Board Meeting. MOTION: Moved by Tom Rankin, seconded by Don Dutton, That the agenda be approved as amended. Carried
3.	Declaration of Conflict of Interest	None declared
4.	Board Quality Committee**	MOTION: moved by Pam Blackstock, seconded by Ainsley Charles That Board move into Quality Committee. Carried
	a. Accreditation update**	All required information was sent to CCA. The date for mock interviews has been set for April 10 (following the Executive committee meeting) for directors to be interviewed. Packages with sample questions noting reference documents were distributed. Some sample responses were provided where the questions weren't totally clear. The affected Directors were asked to review the package before April 10.
	b. 2014/15 Quality Improvement Plan (QIP)/ Operational Plan	Peter McKenna noted that two plans (the Quality Improvement Plan (QIP) and the Operational plan) have been combined into a single plan this year. The QIP is approved by the Board and sent to Health Quality Ontario (HGO) by April 1. The Operational Plan is an internal document. This year's plan has been developed within our current budget, which has a zero percent increase from last year. It was suggested that a supplementary/companion document to give explanations about this document would be helpful – especially if this plan is posted to the website. Board members were very pleased with the approach and the plan overall. MOTION: moved by Jan Hopkins, seconded by Don Dutton, That the QIP plan be accepted. Carried. MOTION moved by Don Dutton, seconded by Tom Rankin That the Quality Committee be adjourned and return to the Board meeting. Carried.
5.	Items for Discussion	
	a. Board Orientation Feedback**	The report reflects the reviews of three of four new Board members; the fourth had technical difficulties in responding but reported satisfaction with the orientation. Learned from this experience: The tour of all board sites was very useful, and should be considered on an annual basis. Things that could be improved: A “stage 2” deeper orientation should follow after a few months, as new Directors would know what questions to ask. More organization to the electronic information would be useful. It was noted that with the changes to the website, there will be a revised access map for retrieving board documents. The orientation should be spread out over several days. Several items were identified as needing more explanation or information. One item is the legal requirements affecting the organization, for example, the Corporations Act and the Occupational Health and Safety Act; an agenda item at the next Board meeting (legislative compliance) will provide some additional information.



			Further information about a second item, the CHC model of health and wellbeing was provided during an AOHC webinar in February. With respect to information about the AOHC, the Board Chair provides the AOHC newsletters, which allows Board members to understand better the AOHC role and activities. Finally the Board's and the organization's obligations under the Multi-Sector Accountability Agreement (MSAA 2014-17) and other contracts with funders have been discussed at the Board meeting in February and at this meeting.
6.	Reports		
	a.	Executive Committee**	
		i. AOHC Resolution/Award Nomination	Resolution to be submitted was finalized and seconded by Belleville Quinte West CHC. It must be submitted by 1 st week of April. MOTION: Moved by Tom Rankin, seconded by Jan Hopkins That the Chair be directed to send the Resolution to the AOHC. Carried
		ii. AOHC Nominations	The Chair advised the AOHC of the support for Bob Fletcher's nomination that was expressed at the February Board meeting. The Chair noted that May 3 is the regional AOHC constituency meeting in Kingston. Board members were invited to identify any items to be raised at that meeting; Health Links progress was identified.
		iii. GOV 200 Relationship with RCHS Clients	This governance policy sets the direction for several operational policies. MOTION: Moved by Jan Hopkins, seconded by Wendy Quarry, That the policy GOV 200, Relationship with RCHS Clients, be approved with the amendment of the page numbering. Carried
	b.	Finance Committee**	
		i. Audit Committee	The first meeting will take place Thursday April 24 at 4:00 pm.
		ii. GOV 302 Banking, Investments and Signing Authority	GOV 302, Banking, Investments and Signing Authority has been revised to allow for any two of 3 designated staff to sign cheques for under \$500, rather than requiring a Board member to sign. Signing officers are not permitted to sign a cheque that is made out to them personally. MOTION: Moved by Don Dutton, seconded by Tom Rankin, That GOV 302 be approved as revised, and go into effect on 1 April 2014. Carried FIN 110 will be changed to a governance policy and will be brought to next meeting for approval.
	c.	Community Engagement Committee	
			Three Members have volunteered to be on the community engagement committee. There will be some sub-committees for specific purposes such as follow up on the previous Smiths Falls meeting, the Bridges out of Poverty event, one on MDCHC meeting follow-up (to be headed by Mary Hegan, with the possibility of a speaker on health every two months), and a membership drive in both Smiths Falls and Merrickville, Peter McKenna advised the Board of plans for the development of a modest communication plan by a consultant, Tom Graham, based on what the community engagement committee wants to do. A meeting



			Thursday, April 3 at 12:00 pm has been organized for staff, with a 1 pm meeting with the consultant for Board members. A focus group meeting is being scheduled; all board members are welcome to attend. The next Community Engagement meeting will be moved to April 3; an e-mail will be sent to committee members to determine their availability on April 3.
		i. Membership renewals to current members**	Will be sent at the beginning of April.
		d. Nominating Committee	
		i. Board Member Recruitment	Pam Blackstock noted there will be three Board Member vacancies. Everyone eligible to remain on the Board has elected to do so. Skills gaps identified included: representation from Smiths Falls, financial background and/or mental health background. An advertisement was placed in the Phoenix and EMC and a letter was sent to RTHL partner organizations, inviting interest. A letter inviting interest in becoming a Board member was also sent to TriCAS. Work is underway on a media interview about sitting on a board. Richard Schooley was approached about sharing a spot with the Chair regarding the benefits of board volunteering. Wynn Turner would be interested in doing the radio interview with the Chair.
		ii. GOV 130 Recruitment and Succession	A revised policy was put forward for approval. There were some questions about the alignment with the by-laws. MOTION: Moved by Pam Blackstock, seconded by Tom Rankin, That GOV 130 Recruitment and Succession be approved as presented. Carried with one abstention The alignment with the by-laws will be checked.
		e. Executive Director Report**	Rideau Tay Health Links has heard from the MOHLTC with questions about the business plan; the questions are technical questions about processes. If a response is sent to MOHLTC and approved before the spring budget, funding could be available by the end of June. If funding is delayed, the SE LHIN will consider bridge funding. In response to a question about the functioning of RCHS services, the Executive Director advised that the presentation by Mike Bell at the most recent Board meeting has been sent to Board members; the presentation reports on accomplishments in meeting MSSA indicators, and the operational plan. Any board members with outstanding expenses should submit them by next week as the end of fiscal year is here.
		i. Client Complaint	Typo - should say "written note".
		f. Report from Chair**	Report was distributed in package.
		i. Legislative Compliance	Ainsley Ferguson has completed the review of compliance, and noted that RCHS is compliant; updated references to policies which are being updated are required. RCHS does have to address the Pay Equity Act in 2014. Next year this review should be scheduled later, so that there is time to receive the documents needed. Judy Harting will send the Compliance Report to all Board members; this item will be scheduled for discussion at the next Board meeting.
		ii. AOHC Webinar	Board members were asked to advise Judy Harting about possible attendance so that the webinar can be set up. Timing is at 5:30 April 10, at the Smiths Falls CHC.



	iii.	40 th Anniversary working group	The Chair reported on the Workgroup activity, which has focused on the AGM and a celebration to take place September 19. Dr. Jonathon Kerr has accepted an invitation to be our speaker at AGM.
	iv.	Annual Meeting workgroup	The Board Secretary, Peter McKenna and Judy Harting will prepare documents for the AGM.
	v.	Letter to the Premier	The Executive Committee discussed the letter that was sent by the AOHC and partner organizations to the Premier regarding Proposal to ensure community health and social service organizations are exempt from the proposed legislation related to compensation for senior executives, and agreed that a letter in support should be prepared by the Chair, and circulated to Board members by e-mail for comment and approval. Directors supported the letter. One Director raised concerns about sending the letter due to the financial situation of the province, while others supported the action.
	vi.	Board Self-Assessment	The use of the Ontario Hospital Association Board self-assessment process was discussed. The Executive committee recommended it be brought forward to the Board. Consensus was that the self-assessment should be done in mid-May this year. MOTION: moved by Wendy Quarry, seconded by Tom Rankin, That the OHA Board self-assessment tool be used for this year. Carried
	vii.	RTHL Board to Board mtg.	Deferred
9.	Approval of Board minutes		
	i.	February 25, 2014 meeting	MOTION: moved by Jan Hopkins, seconded by Wendy Quarry, That the February 25, 2014 board meeting minutes be approved as distributed Carried
10.	Future Agenda Items		
			- Guatemala Stove Project Presentation - Webinar on April 10 at 5:30 at
11.	Meeting Evaluation		
			1. Comment on our ability to balance efficiency and effectiveness, such as allowing time for discussion. Yes, lots of discussion 2. Do we feel we followed our appropriate governance role (versus getting into operations) and attended to our board strategic priorities and work plan? Yes Completed by Ainsley Charles, given to Judy for filing.
12.	Meeting Adjournment		
			MOTION: Moved by Rod Fournier, seconded by Don Dutton, That the meeting be adjourned at 8:40 p.m. Carried
13.	Date of Next Board Meeting		
			April 22, 2014 5 pm MDCHC Community Room

** Calendar items for March

Approved by: _____
Chair

Secretary