



**Grand River Community Health Centre
Meeting of the Board of Directors
MINUTES**

**Tuesday, November 7, 2023
5:00 p.m. Board Meeting
Board Room or Zoom Video
Conferencing**

GRCHC Board of Directors: R. Bryan, Trudi Collins, Melissa Cummings, Sonia Hayer, Roger Ma, Ryan Martens, Wanda Mersereau, Andrew Worotniuk
 Regrets: France Vaillancourt
 Staff: Peter Szota, Carrie Innes Olah (recording secretary)
 Chair: Roger Ma
 Guests: Lynda Kohler

Item	Time	Topic	Presenter	Action
1. Welcome & Call to Order				
1.1	5:03 pm	Call to Order – recognition of a quorum Welcome to Lynda Kohler the incoming Executive Director.	R. Ma	RECORD
1.2	5:04 pm	Land Acknowledgment Statement	R. Ma	RECORD
2. Chair's Remarks				
2.1	5:06 pm	Approval of the Agenda MOTION: To approve the agenda of the November 7, 2023 Board of Directors' meeting. (R. Bryan/ M. Cummings) Additional items: Item: 7.4 EDI OHT training session	R. Ma	RECORD
2.2	5:06 pm	Declaration of Conflict of Interest (Conflict of Interest policy attached) None	R. Ma	RECORD
2.3	5:06 pm	Correspondence- A resignation email was received from Jennifer Pelchat on November 1, 2023. S. Hayer arrived 5:07 pm	R. Ma	RECORD
3. Minutes of the Last Meeting				
3.1	5:07 pm	Approval of Minutes – October 10, 2023 (attached) MOTION: To approve the minutes of the October 10, 2023, 2022/23 Board of Directors' meeting. (A. Worotniuk/R. Bryan)	R. Ma	RECORD
4. Board Education				
4.1	5:09 pm	Risk Management	P. Szota	RECORD

		<p>PowerPoint provided and reviewed.</p> <p>Question- how often are these plans refreshed, how do we deal with those risks that were identified, and how do we prove that we did? It was suggested that this document be reviewed again in March and then biannually. Emails sent by management could be used as a trail of action on items.</p> <p>MOTION: To accept the Risk Registry and the Risk Management plan as presented (S. Hayer/ R. Ma)</p> <p>R. Martens and T. Collins joined the meeting at 5:37 pm.</p>		
5. Reports				
5.1	5:37 pm	<p>Treasurer's Report and Q2 Financial Statements (attached) MOTION: To accept the September 30, 2023, financial statements. (R. Bryan/A. Worotniuk)</p> <p>Highlights- GRCHC now has short term investments that are providing additional interest revenue</p> <p>Current deficit in Core Revenue of \$44,000 however there are offsetting revenues which will supplement this funding.</p> <p>GRCHC has still not received its expected 2% core funding increase which is contributing to the deficit.</p> <p>As a whole the organization has created a breakeven budget by spreading overhead costs of the core program to protected funding revenue budgets.</p> <p>Other sectors have received funding increases however OH has not provided any increases to this sector yet.</p>	R. Martens	RECORD
5.2	5:46pm	<p>Executive Committee Report for November 7, 2023 (attached) MOTION: To approve the November 7, 2022 report of the GRCHC Executive Committee, ratifying all actions/decisions. (W. Mersereau/R. Bryan)</p> <p>The report was circulated in the agenda package prior to the meeting. A brief review of the report was provided.</p>	R. Ma	RECORD
5.3	5:48 pm	<p>Executive Director's Report November 2023 (attached) MOTION: To approve the November 2023 Executive Director's Report. (A. Worotniuk/ M. Cummings)</p> <p>The report was circulated in the agenda package prior to the meeting.</p> <p>GRCHC's annual training week is taking place in November. The training includes topics such as Cyber Security, Trauma Informed Care, Occupational Health and Safety, Engaging People with Lived Experience.</p>	P. Szota	RECORD

		The Board thanked P. Szota for his long standing and excellent service to GRCHC.		
6. Business Arising from the Minutes				
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7. New Business				
7.1	5:54 pm	Risk assessment at GRCHC (attached) This item was addressed during item 4.1 Education- Risk Management.	P. Szota	RECORD
7.2	5:55 pm	Board Holiday Event- Discussion The Board confirmed that the Holiday event will take place on December 5, 2023 beginning at 4:00 pm. This event will include a farewell for the Executive Director.	R. Ma	RECORD
7.3		In Camera- Standing Item-none	R. Ma	
7.4	5:59 pm	EDI OHT training session The BBNOHT is providing a training session on Nov28 in Paris on Ontario Health's EDI Framework, Indigenous cultural issues, BIPOC issues and 2SLGBTQ+ issues. Deirdre Pike who has provided training to the Board historically is facilitating the session. Directors were asked to email staff this week if they would like to attend. It was suggested that the Alliance Equity Training would be more in-depth then this training.	P. Szota	RECORD
8. Meeting Adjournment				
8.1	6:03 pm	FYI Items- Alliance June Board-to-Board Report Abrief review of the report was provided. The annual Alliance conference dates have been confirmed and are available on the Alliance website.	R. Ma	RECORD
8.2	6:07 pm	Meeting adjourned Next board meeting: Tuesday, Dec. 5, 2023, at 5:00 pm	R. Ma	RECORD