



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

**Wednesday, June 19, 2024  
5:00 p.m. Board Meeting  
Boardroom or Zoom Video  
Conferencing**

GRCHC Board of Directors: R. Bryan, Trudi Collins, Melissa Cummings, Sonia Hayer, Ryan Martens, Wanda Mersereau,  
 Regrets: Roger Ma  
 Staff: Lynda Kohler, Carrie Innes Olah (recording secretary)  
 Chair: Sonia Hayer  
 Guests: A. Brozic, S. Dykstra, A. Porter

Item	Time	Topic	Presenter	Action
<b>1. Welcome &amp; Call to Order</b>				
1.1	6:35 pm	Call to Order – recognition of a quorum	S. Hayer	RECORD
1.2	6:36 pm	Land Acknowledgment Statement Provided earlier	A. Porter	RECORD
<b>2. Chair's Remarks</b>				
2.1	6:37 pm	Approval of the Agenda MOTION: To approve the June 19, 2024, Board of Directors' meeting agenda. (T. Collins/ M. Cummings)	S. Hayer	RECORD
2.2	6:37 pm	Declaration of Conflict of Interest None declared	S. Hayer	RECORD
2.3	6:37 pm	Correspondence None	S. Hayer	RECORD
<b>3. Board Education</b>				
3.1	5:05 pm	Indigenous History and Healing  A. Porter provided training to the Board of Directors on Indigenous history and healing.	A. Porter	RECORD
<b>4. Finance</b>				
4.1	6:37 pm	GRCHC Financial Statements, the year ended March 31, 2024 (attached)  MOTION: To approve the audited financial statements for the year ending March 31, 2024 2023-2024 Budget Discussion (attached) (R. Bryan/ W. Mersereau)  A high-level review of the statements was provided. A clean audit will be issued again this year.	S. Dykstra	RECORD

		<p>The cash balance decreased due to the paydown of accounts payable and the investment of cash. The accounts receivable amount is higher this year due to the payment of one-time funding not yet received from the Ministry of Health.</p> <p>The current year surplus repayable to the MOH was \$12,957.00</p> <p>The vacation accrual is \$142,799.00. During COVID, the centre allowed staff to carry forward vacation time due to world circumstances however this year, the vacation policy was enforced and the amount of carry forward was limited to 7 days. The vacation accrual has dropped by approximately \$30,000 this year compared to last year. It is expected that the accrual will continue to drop as carried-over vacation is used up.</p> <p>It was noted that not all of the Midwifery TPA revenue was recognized this year however the amount not recognized is below the audit materiality level and therefore does not impact the audit report.</p> <p>Additional funding for physicians of \$25,085.00 was received in May of 2023 even though it was for the 2022-2023 fiscal year. The funds were recognized this year, however there is an offsetting expense which cancels out the amounts.</p> <p>Donations and other incomes have increased mostly due to higher interest rates.</p> <p>The auditor's report was distributed to the Board before the meeting.</p> <p>S. Dykstra left the meeting at 6:56 pm</p>		
<b>5. Minutes of the Last Meeting</b>				
5.1	6:56 pm	<p>Approval of Minutes – May 7, 2024 (attached)</p> <p>MOTION: To approve the minutes of the May 7, 2024, 2023/24 Board of Directors' meeting. (M. Cummings/ T. Collins)</p> <p>L. Kohler and A. Brozic left the meeting at 6:58 pm.</p>	S. Hayer	RECORD
5.2	6:58 pm	<p>Approval of In-Camera Minutes – May 7, 2024, 2023/24 Board of Directors' meeting.</p> <p>MOTION: To approve the minutes of the May 7, 2024, 2023/24 Board of Directors' meeting. (T. Collins/ R. Bryan)</p> <p>L. Kohler and A. Brozic returned to the meeting at 7:00 pm</p>	S. Hayer	RECORD
<b>6. Reports</b>				
6.1	6:59 pm	<p>Executive Committee Report for June 19, 2024 (attached)</p> <p>MOTION: TO approve the June 19, 2024, report of the GRCHC Executive and Committee, ratifying all actions/decisions.</p>	S. Hayer	RECORD

		(M. Cummings/ T. Collins)  The report was circulated before the meeting and a brief review took place.		
6.2	7:02 pm	Programs and QA Committee Report for June 19, 2024 MOTION: To approve the report of the June 19, 2024, Programs and QA Committee, ratifying all actions/decisions- deferred	M. Cummings	RECORD
6.3	7:02 pm	Alliance Board Liaison Update  The annual conference was well attended and the staff and directors who attended enjoyed it.	S. Hayer	RECORD
6.4	7:04 pm	Executive Director's Report June 2024 MOTION: To approve the June 2024 Executive Director's Report. (R. Bryan/ T. Collins)  Work continues on EDI at the centre. L. Kohler will be chairing the steering committee going forward.  Interviews are being completed for the IPTC team members this week. It is expected that hiring will be completed in the next week or two. The level of applicants applying to the positions has been very high. The first IPCT team meeting will take place on July 15, 2024. The numbers required to meet the funding targets are quite high but are attainable. The reporting and data required for this program are very robust and detailed.  Question- The three arbitrations scheduled are still going ahead.  The SOS program has applied for additional funding but a decision still has not been received. A virtual prescriber has been secured to meet the needs of the current clients enrolled in the program. The wrap-around services of the program will continue and will likely be more sustainable than a safer opioid program. The clients of the program will be well supported by the two remaining staff and a robust transition plan has been developed.  Staff will forward the quarterly staff newsletter to the board.	L. Kohler	RECORD
<b>7. Business Arising from the Minutes</b>				
<b>8. New Business</b>				
8.1	7:37 pm	AGM-2024  GRCHC's 15 <sup>th</sup> Anniversary is coming up in September. It was hoped that an event would take place in the parking lot and the doors of the centre would be opened to the public. It was thought that the AGM could take place on the same day as this event and combine the events. The date will likely take place later in September.	S. Hayer	RECORD
8.2	7:38 pm	Board Recruitment- Update  Two applicants have been interviewed and will be recommended to the board at the AGM. References will be checked before the recommendation is made.	S. Hayer	RECORD

8.3	7:39 pm	<p>In-Camera- Standing Item</p> <p>L. Kohler and A. Brozic left the meeting at 7:39 pm and the committee moved in-camera.</p> <p>MOTION: To move in-camera to discuss 8.3- In-Camera Session (T. Collins/ R. Bryan)</p> <p>MOTION: To move out of camera (T. Collins / W. Mersereau)</p> <p>The committee moved out of camera at 7:40 pm</p> <p>L. Kohler returned to the meeting at 7:40 pm</p>	S. Hayer	RECORD
<b>9. Meeting Adjournment</b>				
9.1		FYI Items	S. Hayer	
9.2	7:44 pm	<p>Meeting adjourned</p> <p>Next board meeting: The July meeting will be at the call of the chair.</p>	S. Hayer	RECORD