



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

Wednesday, Mar 1 2017 4:30 p.m. Board Meeting Community Boardroom 363 Colborne

GRCHC Board of Directors attending: Heather Bruce, Nick Csuzdi, David Diegel, Louisa Drost, Kelly Gordon, Josie Heath, Kelly Hogeterp, Laurie Jacklin, Christina Rajsic, Vicky Smith
 Regrets: Lakshmi Hangalur (LOA), Ashley Dawn, Valerie Simanovic
 Staff: Peter Szota, Christine Hurst (recording secretary)
 Chair: Josie Heath
 Guests: Tricia Gutierrez, Client Services Coordinator (until 5.0)

Item	Time	Topic	Presenter	Action
1. Welcome & Call to Order				
1.1	4:35 pm	Call to Order – recognition of a quorum	J. Heath	RECORD
2. Chair’s Remarks				
2.1	4:36 pm	Approval of the Agenda MOTION: To approve the agenda of the March 1 2017 Board of Directors' meeting, with correction in presenter on item 5.2. (Bruce/Drost) CARRIED	J. Heath	RECORD
2.2	4:36 pm	Declaration of Conflict of Interest None declared.	J. Heath	RECORD
2.3	4:36 pm	Correspondence AOHC Board to Board Report (attached to master of the minutes)	J. Heath	RECORD
3. Minutes of the Last Meeting				
3.1	4:37 pm	Approval of Minutes – February 1 2017 (attached to master of the minutes) MOTION: To approve the minutes of the February 1 2017 Board of Directors' meeting. (Hogeterp/Smith) CARRIED	J. Heath	RECORD
4. Board Education/Presentation				
4.1	4:37 pm	Quality Improvement and Satisfaction Surveys (presentation attached to master of the minutes)	T. Gutierrez	RECORD
5. Reports				
5.1	5:00 pm	Executive Committee Report for March 2017 (verbal report)	J.Heath	

5.2	5:10 pm	<p>The Executive Committee met just prior to the board meeting. The committee:</p> <ul style="list-style-type: none"> • Approved minutes from Jan 31 2017 • Moved in camera to discuss financial projections and allocation of recruitment and retention funds and returned from in camera session and approved the following motion: <p>To accept the financial projections, as presented, to year end. and To approve the recommendations (in camera minutes) for recruitment & retention funding allocations. Approved by consensus.</p> <p>Also from committee meeting:</p> <ul style="list-style-type: none"> • Board chair signed letter to MPP to accompany staff petition re second stage of recruitment and retention funding • Discussion of back office service proposals. <p>MOTION: That the Board of Directors move in camera to discuss the recommendations for recruitment & retention funding allocations. (Bruce/Smith) CARRIED</p> <p>The Board returned from the in camera session with the following motion:</p> <p>MOTION: To approve the March 2017 report of the GRCHC Executive Committee, ratifying all actions/decisions. (Bruce/Rajsic) CARRIED</p> <p>Programs & QA Committee Report and Balanced Score Card (attached to master of the minutes)</p> <p>MOTION: To approve the report of the Programs & QA Committee, ratifying all actions/decisions. (Drost/Gordon) CARRIED</p> <p>Discussion of Balanced Score Card resulted in the following action items:</p> <ul style="list-style-type: none"> • COPD referrals – ED to follow up with staff for more information on why referred individuals are not participating • Diabetic foot care – the Board is in favour of continuing to include this indicator. 	N. Csuzdi	<p>RECORD</p> <p>RECORD</p> <p>RECORD</p> <p>TO STAFF</p>
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5.3	5:30 pm	<ul style="list-style-type: none"> Presentation of data – next Balanced Score Card – the Board would like to see year prior data for comparison and an appendix with data definitions <p>Quality Improvement Plan review and approval MOTION: To refer approval of the Quality Improvement Plan (due by March 31) to the Programs & QA Committee, on behalf of the board. (Gordon/Diegel) CARRIED</p> <p>Executive Director's Report (attached to master of the minutes) MOTION: TO approve the March 2017 Executive Director's Report. (Jacklin/Gordon) CARRIED</p> <p>Discussion regarding search for locations for Migrant Farm Worker programs included potential for using modular, temporary buildings (H.Bruce); potential for health bus on Fridays; and visits by cancer screening bus on Fridays (K. Gordon). ED will follow up with staff.</p>	P. Szota	RECORD TO PROG & QA MTG RECORD TO STAFF
6. Business Arising from the Minutes				
6.1	0 min	None.		
7. New Business				
7.1	5:50 pm	AOHC Conference June 7-8, 2017 https://www.aohc.org/Conference-2017 Board members to contact C. Hurst before April 14 th if interested in attending.	J. Heath	ALL
7.2	5:55 pm	Board annual evaluation survey (attached to master of the minutes) To be completed by all board members and returned to Christine in hard copy or by scan and email by March 10 2017 (summary of responses will be reviewed at HR & Board Development Committee meeting in March).	C. Hurst	ALL
8. Meeting Adjournment				
8.1	5:58 pm	Meeting adjourned Next board meetings: Wed. April 5 2017 at 4:30 pm Wed. May 3 2017 at 4:30 pm	J. Heath	RECORD