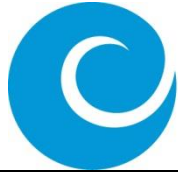


**Present:** Graeme Bonham-Carter, Pam Blackstock, Don Dutton,, Rod Fournier, Wendy Quarry, Ainsley Charles, Christina Dolgowicz, Tom Rankin, John Mundy, Peter McKenna (Executive Director), J. Harting (recorder),

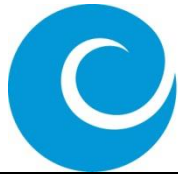
1.	<b>Welcome, regrets &amp; absences</b>	Graeme Bonham-Carter welcomed everyone. Quorum was in place. Regrets: Bill Lough, Jan Hopkins Absent: Wynn Turner
2.	<b>Approval of Agenda</b>	The following items were added to the agenda: 8 e. ii Health Links, 8 b. iii, Budget 2014-15 <b>MOTION: Moved by John Mundy, seconded by Pam Blackstock, That the agenda be approved as revised</b> <span style="float: right;"><b>Carried</b></span>
3.	<b>Declaration of Conflict of Interest</b>	Rod Fournier & John Mundy will absent themselves from any motion regarding Trails Group; otherwise no conflict of interest declared.
4.	<b>Guatemala Stove Project Presentation</b>	Peter McKenna welcomed representatives from the Guatemala Stove Project RCHS nurse Sue Lightford, Director Paul Hauraney, and founder Tom Clarke. Tom Clarke gave the history of the Project and what they are trying to achieve. The donation given to them by RCHS allowed them, through a partner group, to purchase 10 times the monetary value in medical supplies (physicians travel packs) to distribute – in a country where over 50% of the population will never see a doctor or get medical care. 80% of any funding received goes to the stove building which is their basic focus, and 20% goes to other things such as helping build schools, corn grinders or assisting various villages with various necessities to allow them to survive. Sue Lightford will volunteer again with this project. Sue thanked the Board for their donation.
5.	<b>Community Group Requests</b>	
	a. Lanark, Leeds & Grenville Food Hub Proposal	Ray Elgersma noted the group had its 1 <sup>st</sup> meeting in March. They are looking for a MOU with RCHS because we are a charitable not for profit corporation allowing them to apply for government grants, receive charitable donations, act as a contractual agent for hiring a business consultant to develop a business plan; and provide professional management of their financial resources. For the Local Food Hub, partnering with Rideau Community Health Services gives some legitimacy to their initial developmental phase. It accelerates their development by eliminating their need to invest time and energy in addressing legal matters, allowing them to focus on other organizational development matters. They would follow RCHS policies on HR hiring and purchasing over a period of approximately two years. Individuals have offered to donate up to \$10,000 and they could be eligible to receive up to \$70,000 in matching funds. This is a community building/development opportunity to help another group (with a vision that is in keeping with our strategic directions) move forward. Legal and financial risks to RCHS could be in the area of Human Resources, and this will receive close scrutiny before the wording of the MOU is finalized. <b>MOTION: Moved by Wendy Quarry, seconded by Don Dutton, That the Executive Director be directed to sign the Memorandum of Understanding with the Lanark Leeds &amp; Grenville Food Hub.</b> <span style="float: right;"><b>Carried</b></span>
	b. Physician's Recruitment Taskforce	RCHS is already a partner with the Physician's Recruitment Taskforce. The Taskforce has been offered some funds but are not an incorporated group. The town of Smiths Falls has money to contribute but needs to have an organization to handle the financial aspects. The Taskforce has terms of reference. Previously a local physician had gone on the recruiting tours to promote the area; but now a professional recruiter is needed. The Taskforce needs an organization like RCHS to handle the finances and to hire a recruiter to pull together the



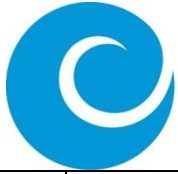
		<p>search process until such time as they do not need to bring in more physicians. There would be no conflict of interest with RCHS. If a recruiter is hired, they would answer to the Taskforce. There would be a Memorandum of Understanding with the Taskforce. Suggestion that a framework be developed to make the criteria explicit about what would fit for these types of applications.</p> <p><b>MOTION: Moved by John Mundy, seconded by Pam Blackstock ,</b> <b>That the Board agrees in principle with RCHS being the host for this process. Carried</b> The Executive Director is to bring back a Memorandum of Understanding to the May meeting.</p>
	c. Trails Group	<p>A funding request was received from the Merrickville Trails group, whose finances are currently streamed though RCHS.</p> <p>This would be a one-time request only, and could possibly come from the monies (legacy fund) set aside from the sale of the original building in Merrickville. Rod Fournier and John Mundy declared a conflict of interest and left the room. The Executive Committee discussed this request and was supportive.</p> <p><b>MOTION: Moved by Tom Rankin, seconded by Don Dutton,</b> <b>That \$3000 from the Board's designated Corporate funds be donated toward Trails development.</b> <b>Carried</b></p>
<b>6.</b>	<b>Board Quality Committee**</b>	<b>Wynn was not present</b>
	a. Accreditation update**	Accreditation team requested only 5 more documents. The Board members being interviewed will meet Monday April 28 at 5 pm for light refreshments prior to the interview. Thursday April 1 at 9 am the accreditation team will present a 30 minute synopsis of their findings.
	b. Quality Improvement Plan (QIP)/ Operational Plan	RVDS targets have just been received; the Plan therefore needs to be updated. The existing version of the QIP plan was sent in to Health Quality Ontario. Deferred to next meeting.
<b>7.</b>	<b>Items for Discussion</b>	
	a. Legislative Compliance	<p>Ainsley Charles, who completed the review this year, noted that the review has been completed and no issues have been identified. She suggested that next year, the review be rescheduled to take place after April when the necessary paperwork has been actually received.</p> <p><b>MOTION: moved by Ainsley Charles, seconded by Pam Blackstock</b> <b>That Graeme Bonham-Carter sign the compliance report. Carried</b></p> <p>Ainsley Charles is willing to carry out the review next year and will mentor another director for the following year.</p>
<b>8.</b>	<b>Reports</b>	
	a. Executive Committee**	
	i. AOHC Spring Constituency Meetings**	May 3, Tom Rankin is planning on attending along with Peter McKenna.
	ii. Initiate ED Performance Appraisal Process**	Tom Rankin will review the process and update the existing. Peter McKenna will provide a list of names for outside organization contacts to Tom Rankin.
	iii. Revised Board Calendar	The calendar was not included in the board package. It will be sent to Board members, with a change to the date of Legislative Compliance review to April.



	iv.	Letter Patent & Bylaws	Suggested changes sent out to lawyer, Greg Fournier, for feedback. He noted that the new not-for-profit law is not yet proclaimed and suggested changes be made as a supplemental letters patent. Graeme Bonham-Carter has contacted Rachel Ingram, the lawyer who did the webinar for AOHC regarding the upcoming new legislation, about the proposed revisions. Bylaws will be modified to omit the director's declaration. and will have to be approved at the AGM
	b.	Finance Committee**	Met last week. The financial report for end of March is still outstanding, due to year end process.
	i.	Audit Committee Meeting – pre-audit	Pre-audit meeting with be Thursday April 24 at 3 pm with the auditor to discuss his plans for the audit.
	ii.	GOV 71	Finance committee reviewed GOV 71 and recommends no change to this policy.
	iii.	2014-15 Budget	Difference between budget approved by Board in December and current budget distributed is an increase in income of \$300K, due to increased funding, decreased costs, and revised salary allocations- shown in first spreadsheet. <b>MOTION: Moved by Don Dutton, seconded by John Mundy That the revised budget 2014-2015 be approved as submitted. Carried</b>
	c.	Community Engagement Committee	Revised membership renewal letter was sent out. A new welcome letter will to be sent out to any new members along with some information about the organization. A booth at the ECO Fair will be set up, with promotional RCHS material. Committee members will talk to people to see what topics they would like to see addressed in any of the proposed Fall discussions. A "Suggested Donation" idea was raised and will be discussed at the next committee meeting, along with the perception of paying to be a client/member. As a follow-up to the Smiths Falls meeting 2 years ago, Peter McKenna & Wendy Quarry met with Paula Stuart and Elaine Murkin from the Health Unit about the results of that meeting as well as the possibility of another meeting sometime in the Fall. This would occur after the planned Bridges Out of Poverty event. Colin Hurman will meet with the group behind the creation of SFCHC to ask for their assessment of the current center. Mona Wynn is working on a synopsis of the Strategic Plan to go out as the follow-up letter to the December 12 meeting with membership. The Bridges out of Poverty event will be 29 September; some funding is being sought from partner organizations. Fred McFarland will obtain information about the Food Hub for the CE committee. Wendy Quarry will attend the Perth and Smiths Falls District Hospital liaison committee meeting on May 5 in Perth with Peter McKenna at the invitation of Richard Schooley.
	d.	Nominating Committee	Approved minutes were distributed.
	i.	Board Member Recruitment**	10 resumes were received, from Smiths Falls, Merrickville and area. Interviews will be set up for next week. Bill Lough has tendered his resignation effective June, so there are now 4 vacancies on the Board. Pam Blackstock and Richard Schooley (PSFDH) were interviewed on Lake 88 radio and put a plug in for being a board director. Lake 88 is interested in pursuing some health related programming. Wynn Turner and Richard Schooley will pursue this.



			The policies and bylaws were reviewed; the recruitment process aligns correctly with them. It was noted that 1/3 of the Board membership needs to come from the original catchment area of the organization.
	e.	Executive Director Report**	Distributed in board package.
	i.	Year End Compliance Report**	Executive Director's signed compliance report and exceptions to the targets were circulated. The one area not in compliance was noted on the exception report
	ii.	Health Links Update	The RTHL business plan was submitted to MOH in January, and responses to clarifications requested from MOH were sent back in March. A response is awaited. SE LHIN is willing to discuss bridge funding to cover the period until initial funding is received from the MOH. Draft budgets were submitted for 1 <sup>st</sup> and 2 <sup>nd</sup> quarter funding to SE LHIN. Plans that require no funds are moving forward. Three CHCs have agreed to take on the most complex clients as soon as they are identified. The process to identify the most complex clients and even the definition of "high use client" is moving forward but is very complicated.
	f.	Report from Chair**	Distributed in board package.
	i.	AGM ad hoc committee	Founding members of MDCHC suggested as honorary members. Directors were in agreement with proposed honorary members. Dr. Jonathan Kerr will be the guest speaker.
	ii.	Advertise AGM	Ads will be placed in the Phoenix & EMC
	iii.	40 <sup>th</sup> Anniversary working group	The 40 <sup>th</sup> anniversary party will be September 19 at the Merrickville Community Centre.
	iv.	TriCAS	Response from SE LHIN was distributed at the meeting. They are now aware of the two groups' interest in integration, but will not move on this until the new Addictions and Mental Health Strategy is further ahead. Peter is sitting on the TriCAS committee to hire an acting ED.
	v.	Resolution to AOHC	Sentence added and revised resolution will be presented at the AOHC AGM, Tuesday June 3 <sup>rd</sup> in Toronto.
<b>9.</b>	<b>Approval of Board minutes</b>		
	i.	March 25, 2014 meeting	<b>Correction to date of document should be March 25, 2014, wording change to item 4 "Board moved into Board Quality...."</b> <b>MOTION: moved by Tom Rankin, seconded by Christina Dolgowicz,</b> <b>That the minutes of the March 25, 2014 board meeting be approved as amended</b> <b>Carried</b>
<b>10.</b>	<b>Future Agenda Items</b>		
<b>11.</b>	<b>Meeting Evaluation</b>		1. Comment on our ability to balance efficiency and effectiveness, such as allowing time for discussion. Very good..... 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.....8.5 on a scale of ten  Completed by Tom Rankin, given to Judy for filing.
<b>12.</b>	<b>Meeting Adjournment</b>		<b>MOTION: Moved by Rod Fournier, seconded by Don Dutton,</b> <b>That the meeting be adjourned at 8:20 p.m.</b> <b>Carried</b>



Rideau Community  
Health Services

**Board of Directors Meeting Minutes**  
**Tuesday, April 22, 2014 – 5:00 p.m.**  
**MDCHC Community Room**

13.	<b>Date of Next Board Meeting</b>	May 27, 2014 5 pm <b>SFCHC Community Room</b>
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\*\* Calendar items for April

Approved by: \_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary