



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

**Tuesday, June 20, 2023  
5:00 p.m. Board Meeting  
Community Room C and Zoom**

GRCHC Board of Directors: R. Bryan, Trudi Collins, Melissa Cummings, Sonia Hayer, Roger Ma, Ryan Martens, Wanda Mersereau, Jeanette Pickett Pierce, Jennifer Pelchat, France Vaillancourt, Edward Vance, Andrew Worotniuk

Regrets:

Staff: Peter Szota, Carrie Innes Olah (recording secretary)

Chair: Jenn Pelchat

Guests: Samantha Dykstra, April Rokholm

Item	Time	Topic	Presenter	Action
<b>1. Welcome &amp; Call to Order</b>				
1.1	5:01 pm	Call to Order – recognition of a quorum	J. Pelchat	RECORD
1.2	5:01 pm	Land Acknowledgment Statement	R. Bryan	RECORD
<b>2. Chair's Remarks</b>				
2.1	5:02 pm	Approval of the Agenda MOTION: To approve the agenda of the June 20, 2023, Board of Directors' meeting.  Add 8.3 OHT Update (E. Vance/ S. Hayer)	J. Pelchat	RECORD
2.2	5:03 pm	Declaration of Conflict of Interest None	J. Pelchat	RECORD
2.3	5:03 pm	Correspondence	P. Szota	RECORD
<b>3. Minutes of the Last Meeting</b>				
3.1	5:03 pm	Approval of Minutes – May 2, 2023 (attached) MOTION: To approve the minutes of the May 2, 2023, 2022/23 Board of Directors' meeting. (J. Pickett Pierce/ S. Hayer)	J. Pelchat	RECORD
<b>4. Finance</b>				
4.1	5:05 pm	GRCHC Financial Statements, the year ended March 31, 2023 (attached)  MOTION: To approve the audited financial statements for year ending March 31 2023 (R. Bryan/ R. Martens)  A review of the year-end financial statements was provided by S. Dykstra.	S. Dykstra	RECORD

4.2	5:17 pm	<p>A surplus of \$ 7,393 for this fiscal year will be returned to Ontario Health. The total amount repayable to Ontario Health is \$132, 786 which includes several years of repayable funds.</p> <p>Base funding was listed separately from one-time funding for ease of understanding.</p> <p>The Funded projects and community initiatives line included such funding items as the Health Canada funding for the BDOT and Safer Opioid Supply program and other such programs.</p> <p>There were no questions regarding the statements.</p> <p>S. Dykstra left the meeting at 5:16 p.m.</p> <p>2023-2024 Budget Discussion (attached)</p> <p>\$ 90,000 of Midwifery revenue was not recognized and was deferred. The auditors do not like this however GRCHC has not gone above the threshold for materiality of \$100,000 so it did not affect the audit.</p> <p>Discussion took place regarding the CAPS submission and the process involved in submitting a forced balanced budget.</p> <p>A diagram of relief strategies was listed and provided to the Board. There is a projected deficit of \$178,000 however there are several relief strategies available to GRCHC. The list of relief strategies was discussed and indicated that GRCHC will balance by year-end.</p> <p>There was discussion regarding the possibility/ likelihood of receiving one-time monies from Ontario Health towards the end of the year.</p> <p>Question- Do other CHCs experience the same issues of running a deficit and looking for relief from one-time money? It is unknown what other CHCs do. It was noted that GRCHC has money available to balance the budget for this year if the one-time money does not come through.</p> <p>The Board endorsed this process for budget and endorsed the 2% wage increase for non-union staff to ensure parity amongst staff. This will be retroactive to April 1, 2023.</p> <p>The Board remains focused on the budget and the deficit.</p>	A. Rokholm/ P. Szota	RECORD
4.3	5:30 pm	<p>M-SAA Declaration of Compliance (Schedule F) (attached)</p> <p>It was confirmed that the GRCHC is compliant and the Board Chair will sign the document.</p>	P. Szota	RECORD
<b>5. Board Education</b>				
5.1	5:32 pm	<p>Primary Care Proposal(attached)</p> <p>A PowerPoint presentation was provided which identified what was included in the proposal and the rationale behind the asks. There</p>	P. Szota	RECORD

		<p>were 73 applications that were submitted from the Ontario Health West region alone. The BBNOHT endorsed GRCHC's proposal along with a proposal from Norfolk and a proposal from the Aboriginal health community.</p> <p>Question- What is the timeline for the review of the submission? The cut-off was June 16, 2023. The proposals will be reviewed over the summer and an announcement is expected in the fall.</p> <p>Discussion regarding the divesting of programs from GRCHC and moving them to the OHT to ensure integration and collaboration within this OHT.</p>		
<b>6. Reports</b>				
6.1	5:51 pm	<p>Executive Committee Report for June 20, 2023( attached) MOTION: To approve the June 20, 2023 report of the GRCHC Executive and Committee, ratifying all actions/decisions. (A. Worotniuk/ S. Hayer)</p> <p>A review of the report was provided.</p> <p>The number of applicants s regarding the Executive Director recruitment update. 17 individuals expressed interest in the position and 14 people applied. Eight individuals were included on the long list.</p>	J. Pelchat	RECORD
6.2	5:53 pm	<p>Programs and QA Committee Report for June 20, 2023 (attached) MOTION: To approve the report of the June 20, 2023 Programs and QA Committee, ratifying all actions/decisions (E. Vance/ M. Cummings)</p> <p>A brief review of the report was provided</p>	T. Collins	RECORD
6.3	5:56 pm	<p>Alliance Board Liaison Update- Standing Item</p> <p>S. Hayer and A. Worotniuk attended the Alliance Conference.</p> <p>Taibu CHC is piloting a 211 program where calls made to 911 by people in crisis are transferred to 211 if the calls are non-emergent and present no public safety concern. S Hayer will forward information regarding this program to the HR Board committee for review as a potential Board Education item.</p> <p>Discussion regarding Indigenous Cultural Safety training, should Board members complete this training if they have not already? Directors will email staff if they are interested in taking part in this training. Staff will investigate the cost of the Indigenous Cultural Training.</p> <p>The Alliance's Governing for Health Equity training is available for all directors. Directors were set up and able to access this training as of late 2022. It was noted that the training is lengthy. Several ways of</p>	T. Collins/ S. Hayer	RECORD

6.4	6:10 pm	<p>completing the training were discussed and will be followed up on by the HR Board Committee.</p> <p>Executive Director's Report June 2023 (attached) 6:10 pm MOTION: To approve the June 2023 Executive Director's Report. (Eddy/Trudi)</p> <p>A brief review of the report was provided.</p> <p>The Brantford Hub seems to be undergoing many changes. GRCHC has signaled its withdrawal from the process at this time.</p>	P. Szota	RECORD
<b>7. Business Arising from the Minutes</b>				
7.1				
<b>8. New Business</b>				
8.1	6:18 pm	<p>Update: Board Recruitment</p> <p>The committee interviewed Stacy-Ann Walker and would like to offer her a 3-year term on the board beginning September 2023. Her election will take place at the AGM.</p> <p>Discussion regarding diversity and if the Board is specifically recruiting with this in mind. The Board recruits based on the skills of the candidates and looks to fill the vacancies. Does the Board want to consider changing its practice of filling vacancies to one of holding a vacancy for increasing diversity?</p> <p>Discussion regarding how recruitment strategies could be changed to increase diversity. Should the Board be more intentional with its recruitment for the remaining vacancy? T. Collins, M. Cummings, W. Mersereau, and J. Pickett Pierce will meet to discuss ways to increase diversity and will bring their ideas to the October Board meeting.</p>	E. Vance	RECORD
8.2	6:33 pm	<p>Advancing of the Strategic Plan: A Look Back Over the Last Year (attached)</p> <p>A document was provided that highlights how the organization is advancing GRCHC's strategic plan.</p> <p>R Ma left the meeting at 6:28 pm</p>	P. Szota	RECORD
8.3	6:35 pm	<p>OHT Update</p> <p>E. Vance and P. Szota attended the OHT strategic planning event and the plan is well underway.</p>	E. Vance	RECORD
<b>9. In-Camera</b>				
9.1	6:37 pm	<p>In-Camera- Standing Item MOTION: To move in camera to discuss 9.1- In Camera Session (E. Vance/ S. Hayer)</p> <p>The committee moved in camera at 6:37 p.m.</p>	J. Pelchat	RECORD

		<p>MOTION: To move out of camera (J. Pickett Pierce/ A. Worotniuk)</p> <p>The committee moved out of camera at 6:43 p.m.</p> <p>The committee returned from in camera discussion with the following: MOTION: To approve the recommendations (in camera minutes) for item 9.1- In-Camera. (S. Hayer/ J. Pickett Pierce)</p>		
<b>10. Meeting Adjournment</b>				
10.1	6:45 pm	FYI Items- AGM 2023- Tuesday, September 5, 2023	J. Pelchat	RECORD
10.2	6:48 pm	<p>Meeting adjourned</p> <p>Next board meeting: July 4, 2023- Discussion- The July 4 meeting will be canceled and a virtual meeting will take place in August at the call of the Chair if necessary.</p>	J. Pelchat	RECORD