



**Board of Directors Meeting  
Réunion du conseil d'administration**

**February 15 février, 2017  
5:30 – 8:00 p.m. / 17 h 30 – 20 h**

**221, rue Nelson Street  
Board Room/Salle du conseil**

**Approved Minutes / Procès-verbal adopté**

<b>PRESENT:</b>	Lynn Marchildon – Board Chair, Filip Szadurski – Vice-Chair, Lisa Gorman – Secretary, Brian Legris, Karen McMullen, Aynsley Morris, Marguerite Nadeau, Francis Reardon, Edward Speicher – Board Directors
<b>ABSENT WITH REGRETS:</b>	Kenneth Workun – Treasurer Sarah Stirling-Moffet – Board Director
<b>ABSENT:</b>	Ross Taylor – Vice-Chair
<b>STAFF GUESTS:</b>	David Gibson – Executive Director Patricia Eakins – Director of Finance Brook Dodds, Heather Thomson – Staff Representatives on the Board
<b>OTHER GUESTS:</b>	Hon. Nathalie Des Rosiers, MPP (Ottawa-Vanier) Allison Lampi – former SHCHC's Director of Planning and Evaluation
<b>MINUTES:</b>	Cristina Coiciu – Executive Assistant

	<b>ITEM</b>	<b>ACTION</b>
1.	<b>Declaration of Conflict / Déclaration de conflit d'intérêt</b>  No declaration of conflict was made.	
2.	<b>Welcome and Introduction of Hon. Nathalie Des Rosiers, MPP (Ottawa-Vanier) / Bienvenue et introduction de l'hon. Nathalie Des Rosiers, députée provinciale d'Ottawa-Vanier</b>  The Board Chair welcomed the distinguished guest and introduced her to the Board of Directors. The Board Chair provided an overview of the Board's governance role, highlighting the importance of both client and community representation, as well as some key priorities for this year (i.e. the submission of the SIS exemption application to Health Canada, the voluntary integration initiative with the BBHW Board of Directors and the Champlain LHIN, the Social Pediatric Hub in Vanier, advocacy for compensation increases to SHCHC staff, advocacy for the Province to provide increase funding for medical cultural interpretation for not only Syrian refugees but other government sponsored refugees whose first or second language is not French nor English).  Hon. Nathalie Des Rosiers presented her views on our key issues and challenges, and offered her support by raising these issues at the Provincial government level. She indicated that she was very open to continue this conversation on ideas how to positively resolve our concerns.	

	<p>After the MPP's departure, the Board had a brief conversation and agreed to follow-up with a letter to Hon. Des Rosiers on the issues discussed, and provide some thoughts on how she can help. The Executive Director offered to draft the letter and circulate it to the Board.</p>	<p><b>David G. to follow up on action items.</b></p>
<p><b>3.</b></p>	<p><b>Board Preparation for Accreditation / Préparation du conseil d'administration pour l'accréditation</b></p> <p>Allison L. offered an overview of the Accreditation process and prepared the Board for their interview with the Accreditation team at the next Board meeting, on April 19<sup>th</sup>, 5:30 – 7:00 PM. She encouraged Board members to review the guide and provide examples on the questions asked by the reviewers.</p> <p>At the end of the presentation, the Board Chair offered Allison L. on behalf of the Board a token of appreciation for her tremendous contribution to the Centre for over 15 years, and wished her good luck in her new career.</p>	
<p><b>4.</b></p>	<p><b>Approval of Agenda / Adoption de l'ordre du jour</b></p> <p>The following items were added to the agenda under New Business:</p> <ul style="list-style-type: none"> <li>- item 7.2 Registration for the 2017 AOHC Conference</li> <li>- item 7.3 Executive Director's Performance and Evaluation Committee</li> <li>- item 7.4 SIS Further Community Issues</li> </ul> <p><i>It was moved by Francis R. and seconded by Filip S. to approve the agenda, as amended. / Francis R., appuyé par Filip S., propose d'approuver l'ordre du jour tel que modifiée.</i></p> <p><b>ALL IN FAVOUR – CARRIED / TOUS EN FAVEUR ET LA MOTION EST ADOPTÉE</b></p> <p>The Board Chair welcomed Heather T. as the new Staff Representative on the Board, and bid farewell to Brook D., who would not continue on the Board given changes in her career and departure from SHCHC.</p>	
<p><b>5.</b></p>	<p><b>Consent Agenda / Résolutions en bloc</b></p> <p>The Consent Agenda included the following items:</p> <ul style="list-style-type: none"> <li>- 5.1 Approval of Minutes of the Board Meeting on February 15, 2017 / Adoption du procès-verbal de la réunion du conseil du 15 février 2017</li> <li>- 5.2 Board Nomination and Election Policy Review / Examen de la politique de nomination et d'élection du conseil d'administration</li> <li>- 5.3 Board Code of Conduct, Anti-discrimination and Prevention of Resolution Policy Review / Examen de la politique du code de conduite du Conseil, d'anti-discrimination et prévention de la résolution</li> <li>- 5.4 2017 AOHC Board Resolution Ratification: <i>“Financial support from the Province of Ontario and Government of Canada to Ontario's CHCs to provide appropriate cultural interpretation services to refugee patients” – adopted on March 6, 2017 / Ratification de la résolution au conseil d'administration de l'ACSO : « Le soutien financier de la province de l'Ontario et du gouvernement du Canada aux CSC de l'Ontario pour fournir des services d'interprétation culturelle appropriés aux patients réfugiés » - adoptée le 6 mars 2017</i></li> <li>- 5.5 AOHC Eastern Constituency Election Ratification: <i>“To support Clinton Cowen for this position until 2020” – nominated by South East Ottawa CHC / Ratification des élections de la circonscription de l'Est de l'ACSO : « Appuyer Clinton Cowen pour ce poste jusqu'en 2020 » - nommé par le CHC du Sud-Est d'Ottawa</i></li> <li>- 5.6 2017-2018 Quality Improvement Plan Submission – BRF17-023-B / Soumission du plan d'amélioration de la qualité pour 2017-2018</li> </ul> <p><i>It was moved by Brian L. and seconded by Edward S. to approve the Consent Agenda, as presented. / Brian L., appuyé par Edward S., propose d'approuver les résolutions en bloc tel que présentées.</i></p> <p><b>ALL IN FAVOUR – CARRIED / TOUS EN FAVEUR ET LA MOTION EST ADOPTÉE</b></p>	

<p>6.</p>	<p><b>Business Arising / Revue de la dernière réunion</b></p> <p><b>6.1 AOHC Board Liaison / Liaison du conseil d'administration à l'ACSO</b></p> <p>The Board Chair reported that Aynsley Morris expressed her interest in this position, and no other names came forward.</p> <p><i>It was moved by Edward S. and seconded by Marguerite N. to appoint Aynsley Morris as the new AOHC Board Liaison. / Edward S., appuyé par Marguerite N., propose de nommer Aynsley Morris le liaison du conseil d'administration à l'ACSO.</i></p> <p><b>ALL IN FAVOUR – CARRIED / TOUS EN FAVEUR ET LA MOTION EST ADOPTÉE</b></p> <hr/> <p><b>6.2 FY2017-2018 M-SAA Amending Agreement – BRF17-024-M/B / L'accord de modification d'ERS-M pour 2017-2018</b></p> <p>The Executive Director explained that on March 9, 2017, the Champlain LHIN provided the FY2017-2018 Amending Agreement with revised schedules, and it requires the signature of both the Board Chair and the Executive Director. He presented the following recommendations:</p> <ol style="list-style-type: none"> <li>1. To authorize the Board Chair to sign the FY2017-2018 M-SAA Amending Agreement dated April 1, 2017.</li> <li>2. To authorize the Executive Director to return the signed Amending Agreement to the LHIN, once all Schedules have been verified to the Centre's Community Annual Planning (CAP) submission.</li> </ol> <p><i>It was moved by Lisa G. and seconded by Karen M. to approve the recommendations, as presented. / Lisa G., appuyé par Karen M., propose d'approuver les recommandations, tel que présentées.</i></p> <p><b>ALL IN FAVOUR – CARRIED / TOUS EN FAVEUR ET LA MOTION EST ADOPTÉE</b></p>
<p>7.</p>	<p><b>New Business Des points nouveaux</b></p> <p><b>7.1 AGM 2017 / L'AGA 2017</b></p> <p><i>It was moved by Edward S. and seconded by Lisa G. to approve the date of the Annual General Meeting on June 28, 2017. / Edward S., appuyé par Lisa G., propose d'approuver le 28 juin 2017 la date de l'AGA.</i></p> <p><b>ALL IN FAVOUR – CARRIED / TOUS EN FAVEUR ET LA MOTION EST ADOPTÉE</b></p> <hr/> <p><b>7.2 Registration for the 2017 AOHC Conference / Enregistrement pour la Conférence de l'ACSO 2017</b></p> <p>Given that the "Early Bird" registration is at the end of the month, it was recommended that the Board decide on how many members to delegate to this conference. Based on expressions of interest, the names will be selected at a future meeting.</p> <p><i>It was moved by Francis R. and seconded by Lisa G. to approve a delegation of 2 (two) Board Directors to the AOHC Conference on June 7, 2017. / Francis R., appuyé par Lisa G., propose d'approuver une délégation de deux membres du conseil d'administration a la conférence de l'ACSO le 7 juin 2017.</i></p> <p><b>ALL IN FAVOUR – CARRIED / TOUS EN FAVEUR ET LA MOTION EST ADOPTÉE</b></p> <hr/> <p><b>7.3 Executive Director's Performance and Evaluation Committee / Le comité d'évaluation de la performance du directeur général</b></p> <p>The Board Chair offered an overview on the mandate of this ad-hoc committee and the performance evaluation process, and asked for volunteers who were interested to participate. Brian L. and Filip S. put their names forward. The Board Chair will set up a meeting to discuss in more details.</p>

#### **7.4 SIS Further Community Issues / D'autres préoccupations communautaire concernant le SIS**

The Board Chair informed that a community group calling themselves Neighbours of St Albans distributed a letter in the community, protesting on the opening of a supervised injection service at SHCHC. The letter included an invitation to those who agree that SHCHC was a wrong location for such a service to meet on March 6<sup>th</sup> at the Days Inn to discuss and sign a petition or a letter to the Minister of Health, or consider other action. She and the Executive Director attended the meeting, and agreed that the concerns are raised by people who are not educated on the issue. A discussion ensued, and following are some of the comments:

- the Board needs to be informed about these matters and maybe take some action to improve the relationship with certain community groups;
- task the Emerging Issues Committee to look at ways to engage those groups in a conversation, taking steps to address their concerns.

The Board Chair indicated that the Board is taking community concerns very seriously, therefore the she prepared the following motion:

WHEREAS, in light of continuing community concerns about the potential impact the Centre's proposed Supervised Injection Service will have on the surrounding neighbourhood,

BE IT RESOLVED that the Board task the Emerging Issues Committee (EIC) with considering what more can be done to address these concerns and, at the same time, educate the community about the pressing public health need for, and benefits of, a safe injection site.

BE IT FURTHER RESOLVED that the EIC include in its discussion the possibility of convening a neighbourhood working group to address, among other things, these community concerns and that, in the event the EIC determines a neighbourhood working group should be recommended to the Board, the EIC provide the Board with draft terms of reference for this working group.

There was some discussion, and following are some of the highlights:

- how we define a "neighbourhood working group";
- make an amendment to strike the "neighbourhood working group" from the motion – there is EIC who can look at the issue and come up with ideas;
- maybe EIC would come up with the conclusion to create a "neighbourhood liaison committee";
- be very clear of the purpose; the Centre already has systems in place to address community concerns or issues.

*It was moved by Francis R. and seconded by Edward S. to approve the following amended motion: / Francis R., appuyé par Edward S., propose d'approuver la motion suivante, tel que modifiée :*

WHEREAS, in light of community concerns about the potential impact the Centre's proposed Supervised Injection Service will have on the surrounding neighbourhood, / **CONSIDÉRANT QUE**, compte tenu des préoccupations de la communauté à l'impact potentiel que les Services d'injection supervisées proposés par le Centre auront sur le quartier environnant,

BE IT RESOLVED that the Board task the Emerging Issues Committee (EIC) with considering what more can be done to address these concerns. / **IL EST RÉSOLU QUE** le Conseil fasse appel au Comité des questions émergentes (EIC) en tenant compte de ce que l'on peut faire pour répondre à ces préoccupations.

**ALL IN FAVOUR – CARRIED / TOUS EN FAVEUR ET LA MOTION EST ADOPTÉE**

#### **8. Information Items / Points d'information**

##### **8.1 Executive Director's Report / Rapport du directeur général.**

The Executive Director spoke to the highlights of each item in his report:

- Billy Buffett House of Welcome Voluntary Integration Initiative Update (Strategic Direction: Improve health outcomes for clients who experience health inequity)
- SIS Exemption Application Update (Strategic Direction: Improve health outcomes for clients who experience health inequity)
- University of Ottawa and SHCHC Receive Research Approval from the Canadian Institute for Health Research (Strategic Direction: Increase quality and coordination of our services)

The following items were also included as information. No discussion was necessary.

**8.2 Board Workplan Update / Mise-à-jour sur le plan du travail du conseil d'administration** : it was recommended in the future to move it to Consent Agenda

**8.3 AOHC Compensation Campaign: Recruitment and Retention for Interdisciplinary Teams – Board Letter to Minister Eric Hoskins / Campagne de rémunération de l'ACSO : Recrutement et maintien en poste pour les équipes interdisciplinaires - Lettre du conseil d'administration au ministre Eric Hoskins**

**8.4 Bilingual Ottawa – Letters of Support to City Councillors Mathieu Fleury and David Chernushenko / Ottawa Bilingue - Lettres de soutien au conseiller municipal Mathieu Fleury et David Chernushenko**

**8.5 Community Foundation of Ottawa – Grant Evaluation / Fondation communautaire d'Ottawa - Évaluation des subventions**

**8.6 Health Canada Letter on Status of SIS Application / Lettre de Santé Canada sur le statut de la demande du SIS**

**8.7 Board Committees Updates / Mise-à-jour sur l'activité des comités du conseil d'administration**

- Audit and Finance Committee: next meeting on April 13<sup>th</sup>;
- Quality and Performance Committee: met on March 7<sup>th</sup> to finalize the Quality Improvement Plan;
- Nominations and Governance Committee: met on February 28<sup>th</sup> and reviewed Board policies, looked at Board recruitment etc.;
- Emerging Issues Committee met early March to draft the AOHC resolution; next meeting early May.

**Adjournment: 8:15 p.m.**