

Board of Directors Meeting Minutes

Tuesday, January 28, 2025

4:30pm – 6:30pm via Zoom

Present:	Christopher Cummings (Board Chair), Sandra Shaw (Vice Chair), Juli Heney (Secretary), Irv Mazurkiewicz (Treasurer), Dorothy Thomson, Stefany Kawka, Bridget Bygrave, Sandy Mark, Timothy Woods, Sharon O'Hara, Michele Bellows (CEO/Ex-Officio), Anne Caron (Director of Corporate Services & CFO), Corey Turnbull (Director of Integrated Care), Kristian Gundersen (Executive Assistant/Recorder)
Guests:	
Regrets:	Jackie Lord

	Agenda Items	Discussion
1.	Welcome & Land Acknowledgment	Chris Cummings, Chair, called the meeting to order at 4:30pm and confirmed that quorum was met and that notice for the meeting was provided on Tuesday, January 21, 2025. He welcomed all in attendance and invited Sandy Mark to provide a land acknowledgement.
2.	Approval of Agenda	The agenda was circulated in advance for review. One addition was requested – item 11.4 – Alliance Liaison Position. Motion: That the RCHS Board agenda for January 28, 2025 be approved with the noted addition. Moved by: Dorothy Thomson Seconded by: Sandra Shaw Carried.
3.	Education Session	Anne Caron, Director - Corporate and Administrative Services, Corey Turnbull, Director – Integrated Care, and Lisa Wan, Manager – Administrative Services were welcomed to the meeting to deliver a presentation on AI Use in Healthcare. The presentation provided an overview of AI's growing role in healthcare, highlighting its potential to improve care, enhance efficiency, and reduce operational costs. It also addressed key risks such as data security, bias, and ethical considerations, emphasizing the importance of responsible implementation and governance. Following a question-and-answer period, the Board thanked Anne, Corey, and Lisa for their informative presentation, and congratulated the team on the work done to date to ensure the organization is taking a thoughtful and responsible approach to AI adoption, with a strong focus on governance, risk management, and alignment with organizational goals.
4.	Declaration of Conflict of Interest	None declared. Board members were reminded that a conflict can be noted at any time during the meeting if identified.
5.	Consent Agenda	5.1 Board Minutes – November 26, 2024 5.2 Executive Committee Minutes – January 22, 2025 5.3 Governance & Nominating Committee – Action Plan Q3 Status Update Motion: That the consent agenda and items contained therein be approved as presented. Moved by: Juli Heney Seconded by: Bridget Bygrave Carried.
6.	CEO Report	Michele Bellows, Chief Executive Officer, directed members to her written CEO report included in the meeting package and provided the following highlights:

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		<ul style="list-style-type: none"> • An update on the staff compensation strategy. • Plans to transition from the current Perth location to a shared space with a partner agency by October 31, 2025. • Efforts to engage community partners, such as the Lions Club in Merrickville, in looking at opportunities related to the Food Cupboard Program becoming a more community-driven initiative. • Regarding the Capital Project, official transition out of BC_6 - Space Requests, with the Ministry of Health advancing to BC_7 site selection. • Update from Ontario Health indicating no new M-SAA agreement would be implemented for 2025-26, with the existing agreement for 2024-25 being extended.
8.	Board Chair Report	<p>C. Cummings, Chair, provided a brief verbal report. Highlights included:</p> <ul style="list-style-type: none"> • Several directors have stepped forward to support the advocacy working group. A meeting with the boards of ConnectWell Community Health and Country Roads Community Health Centre has been coordinated to discuss the potential for a joint advocacy strategy. • Directors were encouraged to participate in events that would benefit from board presence, as identified by the Senior Leadership Team. A list of upcoming events for 2025 will be compiled and circulated to assist with planning.
9.	Break	
10.	Business Requiring Decision of Board	None
11.	Board Information Briefing & Discussion	<p>11.1 Operational Plan 2025-2026 Preview M. Bellows referred Board Members to the draft operational plan for 2025-26, which was included in the meeting package. A high-level summary was provided, outlining objectives and planned activities for the upcoming fiscal year, aligned with the organization's strategic priorities. The plan remains in development and will be finalized for Board approval at the end of March, including measurable targets, indicators, and timelines.</p> <p>11.2 Annual Board Governance Retreat Planning C. Cummings reported that planning for the annual board retreat has started. The board is being engaged for initial brainstorming of potential topics, dates, and locations. One consideration discussed was the possibility of a joint retreat with Country Roads Community Health Centre and ConnectWell Community Health, which could offer an opportunity for shared learning and collaboration. This idea will be brought into next week's discussion with the joint advocacy group for further exploration.</p> <p>Indigenous reconciliation and education emerged as an important area for growth, with a focus on enhancing our understanding of Indigenous issues and reconciliation efforts.</p> <p>There was also a suggestion to reach out to Tamarack Institute, who have facilitated governance sessions for RCHS in the past, to explore the types of educational sessions they have delivered to boards to determine what might be beneficial for our directors.</p> <p>This is just the beginning of the planning process - further discussions with the Governance & Nominating Committee will occur to refine the topics and finalize the logistics.</p>

	Agenda Items	Discussion
		<p>11.3 Joint Board Meeting- Advocacy Working Group As noted previously in the meeting, a joint advocacy meeting with ConnectWell Community Health and Country Roads CHC has been coordinated for February 4th. The goal will be to discuss common advocacy priorities and to discuss opportunities for collaborative advocacy efforts.</p> <p>11.4 Alliance Liaison Representative Position S. Shaw reminded the Board that a call has gone out for interest in the Alliance Liaison Representative position, noting that it is not an onerous role, with no expectation to attend all regional meetings. The position is ideal for someone interested in understanding further what our CHC does in comparison to other CHCs and offers a great opportunity to learn about other organizations and network.</p> <p>A suggestion that the Liaison Representative could be a rotating position, as has occurred in past years, with a group of directors sharing responsibilities. A note will be sent out to the board to inquire who is interested in being added to the list. Juli Heney, Chris Cummings, and Dorothy Thomson volunteered to share responsibilities to start.</p>
12.	Business for Discussion & Information	None.
11.	Meeting Evaluation	The link to the post-meeting online survey was included with the agenda. Board members were encouraged to provide feedback.
12.	Next Board meeting:	Tuesday, March 25, 2025 (via Zoom)
13.	Adjournment	<p>Motion: That the meeting be adjourned at 5:53pm</p> <p>Moved by: Stefany Kawka Carried.</p>

Approved by:

Signed by:

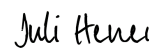


Chris Cummings, Board Chair

5/9/2025 | 10:08 AM EDT

Date

Signed by:



Juli Heney, Board Secretary

5/9/2025 | 8:39 AM EDT

Date