

REACH Board of Directors Meeting
Minutes
Wednesday, March 13th 2024
Location: In-person at REACH and Zoom

Present: Barbara Wood, Emma Macklem, Jean Kavanagh, Carole Rondeau, Cyndia Cole, Daniel Harper, Jane Turner, Kimberley Laing, Patty Yoon, Tessa MacDougall

Staff: Nicole LeMire (Executive Director), Maho Okada

Staff Representatives: Afshin Jaber (Pharmacy & Medical), Brenda Sang (Dental), Caroline Reilley (UPCC), Daisy Kler (HEED)

Regrets: Daniel Cook, Nicole Burgess

The business meeting started at 6:03pm

1. Preliminaries

The land acknowledgement was made by Barbara Wood.

MOTION: That the agenda be approved with added agenda.

M/S/C

MOTION: That the minutes from January 10th, 2024 be adopted.

M/S/C

2. Executive Director's Report (Nicole LeMire)

The ED provided a comprehensive written report. In addition, the ED updated what's in the pipeline.

Our Medical Director was asked by Vancouver Coastal Health (VCH) to be part of the steering committee of the Primary Care Network for CH2.

Housing crisis: The allied team has been hearing about housing crisis issues from their clients, especially abuse from landlords such as significant rent increases that can lead in unwilling eviction. This pressing issue needs support in raising greater awareness.

Medical patient panel clean up: All of our physicians at the Medical clinic have been over capacity, and REACH has not been able to take new patients in the past year. The medical team has reviewed current patient lists and identified patients who have moved out of our catchment area. Serving these patients by e-health only could expose both providers and patients to potential risks and liability issues. A patient panel clean-up was proposed by ED.

The discussion was centred on how REACH could support patients transitioning to other care providers, if necessary, as well as communication strategies relating to the detachment process.

MOTION: That the Board support the Executive Director to move forward on the panel clean up using a phased approach as outlined in the policy based on patient safety.

M/S/C

3. Committee reports

a. Executive (Barbara Wood) – Written report

The Board discussed REACH's representative for BC Health Coalition.

MOTION: That Daniel Harper be appointed as REACH's alternate member on the BC Health Coalition Steering Committee.

M/S/C

The Board retreat was a success and Board members appreciated the work to make it possible and thanked the staff participating in the sessions.

- b. Human Resources (Cyndia Cole) – Written report
P/T nurses (0.4FTE and more) in permanent positions will start receiving extended health benefits. This adjustment is aligned with what VCH offers their nurses.
The committee discussed retirement plans and salaries in preparation for the 2024-2025 budget.

- c. Finance (Emma Macklem) – Written report, third quarter financial report, and 2024-2025 budget

MOTION: That the third quarter financial report be accepted. **M/S/C**

2024-2025 Budget –The Treasurer and ED explained the budget process on behalf of the Finance Committee. The committee reviewed a retirement plan, its financial impact and long-term sustainability. After careful examination, it was agreed to revisit instituting a retirement plan. The joint staff/Board committee to discuss it in the coming year.

MOTION: That the Board approve the proposed 2024-2025 budget. **M/S/C**

MOTION: That the restricted reserves be increased to the estimated requirements, provided the unrestricted reserve remains at a minimum of \$100,000. If restricted reserves cannot be fully funded while maintaining an unrestricted reserve as proposed, the Operational Contingency reserve will be funded first. **M/S/C**

- d. Outreach (Kimberly Laing) – Verbal report
Dan Harper will be a co-chair, along with Kimberly.
The second cohort of Vancouver Community College’s students will start next week and continue working on the REACH archive project.

The committee will start working on organizing a trans care presentation. A proposal will follow and will include resources such as staff involvement and partnership with community organizations.

BC Health Coalition’s listening campaign project team (sub-committee) will meet in the next two weeks and plan action plans.

- e. PPEC (Jane Turner) – Written report
The committee will review the meeting notes from the Board retreat and plan next steps.

- f. JEDI (Emma Macklem) – No report
The meeting is scheduled for next week and will evaluate the progress and take further action plans based on the initial plans.

The person who was going to replace Ola on the Board is no longer able to do so. The Nominating committee will reach out to the person for next year’s election.

MOTION: That the Board accept the committees’ reports. **M/S/C**

4. **BC Association of Community Health Centres Report (BCACHC)** (Barbara Wood) – No report
5. **Announcement**
It was agreed to have a Board meeting on April 10th and have a break in May.
The June meeting may be switched from an educational session to a regular meeting.
6. **The public session was adjourned at 7:48pm**
7. **In-camera session**

APPROVED