

**REACH Board of Directors Meeting**  
**Minutes**  
Wednesday March 7<sup>th</sup> 2018  
Location: 1145 Commercial Drive, REACH

**In Attendance:** Bill Hood, Neal Jennings, Colleen Fuller, Jim LeMaistre, Ruth Herman, Scott Clark, Alice Munro , Piotr Majkowski, Jane Turner

**Staff Representatives:** Devika Krishnan (Admin), Lloyd Purdy (Medical), Patricia Dabiri (MFC)

**Regrets:** Karen Dean, Mike Ma, Diana Day, Emma Macklem

**1) Preliminaries**

- a. Acknowledgement that the meeting is taking place on unceded Aboriginal territory
- b. Approval of the agenda
  - Approved, with the addition of the HR Committee, under Committee Reports. M/S/C
- c. Approval of the February 7<sup>th</sup> 2018 minutes
  - Approved. M/S/C

**2) Business Arising – Reviewed.**

- a. Living Wage Update
  - Devika Krishnan reported that we have sent in our application to become a certified living wage employer. Currently REACH contracts a cleaning company that pays their employees below the living wage. The cleaning company is open to working with us to rectify this situation and/or see what our options are.
- b. Salary Grid Recommendation
  - The Salary Grid was referred to the HR committee, with consultation from the Finance committee and staff members.
- c. Fundraising for Dental
  - The board has referred this to the Fundraising committee.

**3) Committee Reports**

- a. Executive and Governance Committee: Minutes and verbal report received.
  - Jane Turner updated the board members on the meeting with the Ministry of Health and the meeting with Vancouver Coastal Health with regards to our on APP contract and Global Funding Proposal. Currently we are actively looking to rent our CRU Space and our realtor from Avison Young will get back to Barbara Wood with proposed tenants.
  - Colleen Fuller reported on a conversation with Melissa Murdoch who is working for the MoH to develop policies related to the new Primary Care Network model. There is a focus group of stakeholders being organized for March 22 to discuss Community Health Centres (CHCs) and their role in the PCNs. REACH will be invited to this meetings as part of the BCACHC delegation.

Scott Clark mentioned OUR place will be meeting with VCH regarding several health related topics.

- b. Finance Committee: Minutes and Financial Statements received.
  - Neal Jennings reported the following:
    - 1. Third quarter financial statements.
    - 2. Surplus of \$435,000, as discussed at the previous board meeting.
    - 3. Pharmacy is continuing to grow in revenues.

4. Draft budget for next year was presented. The finance committee will bring recommendations on the draft budget to the next board meeting.

c. By-Laws Committee: Verbal report received.

**That the Board of REACH supports the changes to the bylaws as proposed.**

**M/S/C**

**That the Board of REACH recommends that the bylaws be accepted.**

**M/S/C**

- Requested that the proposed bylaws be put on the website for members' information.

d. Outreach Committee: Verbal report received.

**That Bill Hood be accepted as the new chair of the Outreach Committee.**

**M/S/C**

**That REACH sign a letter of support for Kettle, in their efforts to secure funding for their Homeless Outreach Worker.**

**M/S/C**

e. New Building Committee: Verbal report received.

- Ruth Herman informed the board members REACH received \$20,000 in full and final settlement of our delay claim.

f. Program Planning and Evaluation Committee: Minutes received.

- Ruth Herman reported that Afshin Jaberi, Pharmacy Manager, made a presentation to the last meeting regarding the expansion of the pharmacy. He will be exploring a relationship with Kettle to provide pharmacy services to their members. As well the Therapeutics Initiative of UBC will be collaborating with REACH with regards to a deprescribing clinic.
- The proposal for change to MFC will be reviewed when REACH has a permanent Executive Director.

g. Human Resources Committee: Workplace Bullying & Harassment Policy received.

**That the addendum to the Personnel Policy on workplace bullying & harassment be adopted in principle and referred to the HR committee for further consideration.**

**M/S/C**

h. Fundraising Committee: No report

#### **4) Executive Director's Report: Report received**

Report received on the following items below.

1. Pharmacy
2. Dental
3. MFC
4. HR
5. Medical: Panel sizes

**That the REACH Doctors present a report of their panel sizes to the PPEC and explain why their panel sizes are what they are.**

**M/S/C**

5) **New Business**

- a. John Sakomoto-Kramer: reported on the CAI project
  
- b. That the board strike an ad hoc committee to plan activities to celebrate the 50<sup>th</sup> anniversary of REACH in 2019
  - Bill Hood volunteered to chair this committee.

**That Bill Hood chair an ad hoc committee to plan activities to celebrate the 50th anniversary of REACH in 2019.**

**M/S/C**

- The committee is requested to begin to report to the board on a monthly basis.

**That the board accepts, with regret, Karen Dean's resignation from the board.**

**M/S/C**

**That the Executive Committee recommend Una Walsh be appointed to the Board with her term to last until 2018 AGM**

**M/S/C**

- c. Announcements
  - Ruth Herman reported that the Vancouver South African Film Festival will be held March 23<sup>rd</sup>-25<sup>th</sup>.

6) **Adjournment**

**M/S/C**

**The public meeting was adjourned at 8:45 p.m.; there was an in-camera session.**