

REACH Board Meeting Minutes
Tuesday March 12th, 2019

In Attendance: Jane Turner, Ruth Herman, Bill Hood, Alice Munro, Neal Jennings, Danielle Burch, Emma Macklem, Piotr Majkowski.

Note Taker: Makiba Brown

Staff Representatives: Patricia Dabiri (MFC), Wendy Redhead (Medical), Andrew Ho (Dental).

Staff: Nicole LeMire, Henry Yuen

Regrets: Una Walsh, Ambrose Williams, Scott Clark, Colleen Fuller, Daniel Cook, Afshin Jaber.

1. Preliminaries:

Acknowledgement that this meeting is taking place on unceded Coast Salish Territory.

That the agenda be approved.

M/S/C

That the January 8th, 2019 minutes be approved, as amended.

M/S/C

2. Business Arising:

a. Responsibilities of Board members:

Jane reminded committees' duties are to make recommendations to Board and that decisions are made at the Board level.

Directors have a responsibility to attend to all Board meetings as well as take the role seriously. Policy gives provision to ask someone to leave if they have not attended three meetings in a row.

That an email is sent to Ambrose reminding him of the Board bylaw regarding attendance and asking him how he might best be able to work on the Board.

M/S/C

b. Presentation to City Hall was given by Jane and Neal from the Board on the rezoning of the Withdrawal Management Centre on Clark Drive.

c. Strategic Planning Follow-up:

i. Create an ad-hoc committee to develop strategic plan. (Email ideas to Piotr.)

Members: Piotr, Alice, Danielle (maybe), Jane

ii. Explore avenues to connect and reach out to the Indigenous communities.

iii. Allocate time at next Board meeting to discuss Indigenous Program.

iv. Nicole and Patricia will present an Indigenization project framework at the next PPEC.

MOTION: Indigenous Program Framework will be a priority for discussion at the April board meeting.

M/S/C

3. Committee Reports:

a. Executive and Governance Committee - Oral Report

- All items will be discussed during Executive Director's report.

b. Finance Committee- See Report

- 3rd Quarter report is doing better than actual budget.

- Projecting a deficit of \$14,265.00 for the 2019-20 budget. This represents 0.19% of revenues.

- ED requested \$150,000 of the projected surplus to IT equipment.

- Discussion re automated dispensing machine for Pharmacy – how does this fit into the Pharmacy business plan? Rebates from Drug Company can only be used for capital investments.
- Changes in Risk Management policy were presented to the Board for approval.
- ED will prepare a risk registry and present to the Board for discussion.

MOTION: The Finance Committee recommends that the Board approve the 2019-20 budget M/S/C

MOTION: That the Board approves the allocation of \$150,000.00 to the reserve fund for capital assets to be used for IT upgrades. M/S/C

MOTION: To replace Risk Management Policy 4.5 as presented. M/S/C

c. Human Resources Committee- In- Camera session

d. Outreach Committee- Oral report

- Collaborated with Shari Laliberte and VCC students regarding literature review of CHCs.
- Explored ways to interface with our partner Britannia and the 55+ Centre.
- A public forum will be hosted in the future to collect feedback from the community on UPCC and specialized clinics. Proposal with details to come to next Board meeting.

MOTION: That the Outreach committee continues to plan the public forum. M/S/C

e. 50th Anniversary Committee-See Report

- Sending email invitation to past & present employees along with friends and partners of REACH.

f. PPEC Committee- No Report

g. Fundraising Committee- Verbal Report

- Discussion has started and tabled until the next meeting.

MOTION: To discuss fundraising proposal at the next meeting. M/S/C

MOTION: That the reports be received. M/S/C

4. BC Association of Community Health Centre (BCACHC)- No Report

MOTION: BCACHC AGM to be hosted by REACH in May 2019. M/S/C

5. Executive Director’s Report: Refer to Report

- Vancouver Coastal Health (VCH) confirmed their intention to renew existing contracts for a two year period. Discussion around targets in schedule A and our Clinical Service Plan (CSP) will take place in the next 6 to 8 months.
- Assistant Deputy Minister, Ted Patterson, has confirmed that he will be authorizing VCH to provide funding for the building changes needed for Phase One of the Urgent Primary Care Centre (UPCC).
- Several design meetings with the architect regarding the temporary site for the UPCC have taken place and application for building permits is now under review by the City of Vancouver (CoV).

Please see report for Collaborations and Partnerships

6. New Business:

7. Announcement:

- Fractal Farm, Community Supported Agriculture (CSA) will be partnering with Britannia this year to support various food programs, including the 55+ centre. For more information please contact Piotr or visit www.fractalfarm.ca

8. Adjournment:

- The meeting was adjourned at 8:37 pm.

M/S/C

9. In-Camera Session:

- In- Camera session began.
- Human Resource Committee