

**REACH Board of Directors Meeting
Minutes
Wednesday, October 11th 2023
Location: In-person at REACH and via ZOOM**

Present: Barbara Wood, Daniel Cook, Emma Macklem, Jean Kavanagh, Carole Randeau, Cyndia Cole, Daniel Harper, Kimberley Laing, Nicole Burgess, Ola Jar, Tessa MacDougall

Staff: Nicole LeMire (Executive Director), Maho Okada

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

Regrets: Patty Yoon, Jane Turner

Business meeting started at 6:01pm

1. Preliminaries

Land acknowledgement was made by Barbara Wood.

MOTION: That the agenda be approved.

M/S/C

MOTION: That the minutes from September 13, 2023, be adopted.

M/S/C

2. Business Arising

- a. Introduction and icebreakers were led by Emma Macklem.
- b. REACH overview and Executive Director's monthly report (written report) were presented by Nicole LeMire.
- c. Board basics were covered by Daniel Cook and Barbara Wood
 - Board meeting structure
 - Reports and Board package
 - Meeting schedule:
 - It was agreed that regular monthly Board meeting will be held on the 2nd Wednesday of each month. (5:30pm: checking-in & dinner /6pm: business meeting starts)
 - Board members were encouraged to join in-person; however, the meeting format may be changed depending on future public health advisories.
 - If Board members cannot attend a meeting, please notify the President in advance.
 - Possible future training/education topics:
 - Executive Committee will lead setting up education sessions/topics/dates for the year.
 - Board onboarding orientation session will be scheduled before next monthly meeting.

3. Introduction to the Board Committees and Committee reports

A representative from each Committee shared mandate and overview of the Committee.

- a. Executive - (Barbara Wood)
- b. Human Resources - (Cyndia Cole)
- c. Finance - (Emma Macklem)

In addition, Executive Director went over a revised budget and the background of how the budget was created.

MOTION: That the updated budget be accepted.

M/S/C

The Executive Director also explained the importance of making the Community Engagement and Indigenous programs permanent.

MOTION: That the Community Engagement and Indigenous programs be established as permanent and integral components of what we do at REACH. **M/S/C**

- d. Outreach - (Kimberly Laing)
- e. Program Planning and Evaluation (PPEC) – (Jean Kavanagh)
- f. Justice, Equity, Diversity, and Inclusion (JEDI) - (Daniel Cook)

MOTION: That the Nominating Committee be disbanded until next election. **M/S/C**

Board members were asked to choose two Committees to join. Once the Executive Committee has reviewed the choices, Board members will be assigned to at least two Committees. The timeline for the first Committee meetings was set to be held before the next monthly meeting in November. The November monthly meeting agenda will indicate appointment of the Committee Chairs and meeting schedule.

A letter to the federal government regarding Pharmacare was sent on behalf of REACH.

The President will touch base with the Chair of the Outreach Committee to have a VCC internship nursing students on the committee.

- 4. **BC Association of Community Health Centres Report (BCACHC)** (Barbara Wood) – *No report*
- 5. **No Announcement**
- 6. **Public session adjourned at 8:08 pm**
- 7. **In-camera session**