

**REACH Board of Directors Meeting**  
**Minutes**  
**Wednesday, September 14<sup>th</sup>, 2022**  
**Location: Zoom**

**Present:** Colleen Fuller, Kylie Ellis, Barbara Wood, Bill Hood, Cyndia Cole, Daniel Cook, Jane Turner, Janell Cosco, Stephanie Skourtes, Tanis Wilson

**Staff:** Nicole LeMire (ED), Maho Okada

**Staff Representatives:** Afshin Jaber (Pharmacy), Andrew Ho (Dental), Kateryna Kozynets (UPCC), Leslie Mills (Medical), Michelle Miller (MFC)

**Regrets:** Emma Macklem, Una Walsh

**Business meeting started at 6:00 pm**

**1. Preliminaries**

Land acknowledgement and health recognition for Indigenous people were made by Colleen.

**MOTION:** That the agenda be approved.

**M/S/C**

**MOTION:** That the minutes from July 13<sup>th</sup>, 2022 be adopted.

**M/S/C**

**2. Business Arising**

AGM update: Harley Eagle confirmed his attendance as a guest speaker, and he will spend the first ½ hour talking about “Tools for Decolonization” followed by regular AGM. Board of Directors’ recruitment has been going well.

**3. Executive Director’s Report**

The ED provided an operational update from the summer months, and briefly discussed what’s in the pipeline.

Federal and Provincial governments have declared a one-time holiday to mark the Queen’s funeral on Sep 19th. REACH management team has been discussing this from the perspective of adjusting its operational hours following these decisions. A proposal is to keep Medical, Dental, Pharmacy, and UPCC open to support the community, and Health Equity and Admin departments will be closed. The Board supports this proposal.

In October, Community Health Fair is scheduled at Britannia, and we’ll be inviting community partners to promote their services and resources. Cardiovascular workshop will kick off on Sep 15<sup>th</sup> and workshops are scheduled once a month.

HR update was made and the latest staffing, retention and recruiting challenges were shared. Medical and UPCC team restructuring proposal has been shared with both teams as well as with the Board’s HR & PPEC committees. The proposal was supported by the Board.

It was suggested to bring this new model to Ministry of Health’s attention to promote another innovative work model. It was also suggested to follow up on previous passed MOTION and reach out to BCCACH to call for a local CHCs group meeting.

The ED shared work in progress supporting Francophone patients/clients at REACH.

**4. Committee Reports**

- a. Executive (Colleen Fuller) – Written report

Work to resolve the space shortage issue continues. The President and the ED are actively working on this matter.

- b. Nominating Committee (Coleen Fuller)  
Update was given as part of Business Arising section.
- c. Human Resources (Cyndia Cole)  
The committee established a policy regarding staff's access to UPCC and the policy has been rolled out. The HR committee discussed how to highlight REACH's "selling points" in order to attract good talent and to improve recruitment process.

Cyndia has been spearheading reviewing the By-laws and putting together a proposal for amendments/updates.

- d. Finance (Kylie)– Written report  
The committee reviewed the auditor's annual report and was pleased to see the financial statement showed REACH breaking even.

**MOTION:** That the Board accept the 2021/22 auditor's report. **M/S/C**

The first quarter financial report was shared.

**MOTION:** That the Board accept the first quarter financial report. **M/S/C**

As requested by the JEDI committee, a new policy called expense reimbursement policy was developed and reviewed by the board.

**MOTION:** That the Board accept the new reimbursement policy. **M/S/C**

The policy draft had a small typo: Vancouver was typed twice and needs to be fixed.

A question was raised if it's necessary to develop a travel permission and budget pre-approval policy especially when travelling outside of Greater Vancouver area. Executive will further discuss this matter.

Treasurer will be moving outside of country and won't be able to continue in her role next year. She will stay in the position until a replacement is found. The Board shared their appreciation for her previous work.

- e. Outreach (Bill Hood) – No report
- f. PPEC (Jane Turner) – Verbal report  
Piotr and Jane will remain the committee as community members for the coming year.
- g. JEDI (Daniel Cook; Emma Macklem) – No report

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

**5. BC Association of Community Health Centres (BCACHC) Report (Barbara Wood)**

BCACHC's AGM is coming on Sep 20<sup>th</sup> followed by education sessions on Sep 21<sup>st</sup>.

Education sessions' schedule is as follow:

10:00 am to noon: Cultural Safety in Health Care Settings

1:00 pm to 2:30 pm: Supporting Team Based Care

3:00 pm to 4:30 pm: Community Engagement for Better Health Care

6. Public session adjourned at 7:47pm

APPROVED