

KLINIC COMMUNITY HEALTH

BOARD OF DIRECTORS MEETING JANUARY 16, 2019

MINUTES

IN ATTENDANCE:

Board Members: MaryStella Anidi, Allison Fenske, Terrance Machalek, Tara Mangano, Natalie Mulaire, Conrad Padilla, Nora Schwetz, Jan Schubert, Barb Weselak
Teleconference: Lynn Scruby
Regrets: Graeme Findlay, Pat Finkbeiner, Ian Goodall-George, George Heath,
Management: Nicole Chammartin, Holly Banner, Kathie Timmermann
Guests: Rosemarie Gjerek, Director of Counselling & Community Health

1. **Call to Order and Announcements** – The Chairperson called the meeting to order at 5:35 PM. The agenda was accepted.

The Chairperson announced that Ian Goodall-George has resigned from the Board for personal reasons, and expressed his appreciation for the opportunity to have served. The board expressed their appreciation for his contributions.

2. **Crisis Room Services Presentation** – The Klinik Director of Counselling & Community Health provided an insightful presentation with an overview of the crisis room services which are provided at Klinik.

The Chairperson thanked her for this presentation.

3. **Approval of Past Minutes** – The Board reviewed the previous minutes.

IT WAS MOVED and seconded that the Board of Directors of Klinik Community Health approved the Board of Directors minutes dated November 28, 2018. **CARRIED**

4. **Review of Financial Statements to November 30, 2018** – The Director of Finance reviewed the statements and reported Klinik continues to be on target to meet a 1% budget reduction this year. The current surplus is due to timing of revenues and expenses. As per a request by the Treasurer, the Director of Finance facilitated a reviewed of the Balance Sheet.

IT WAS MOVED and seconded that the Board of Directors of Klinik Community Health approve Financial Statements to November 30, 2018 as distributed. **CARRIED**

5. **Bylaws Review** – The Board reviewed the Bylaws as discussed at the November 28th Board meeting and agreed to approve as revised at that meeting.

IT WAS MOVED and seconded that the Board of Directors of Klinik Community Health approved the revised bylaws as distributed, effective immediately. **CARRIED**

6. **Committee Reports**

- 6.1 **Building Planning** – The Board reviewed the minutes of the December 3rd committee meeting which included scope reduction for the redevelopment of 167 Sherbrook. The Executive Director reported the design for 167 Sherbrook has been finalized and presented to the staff committee. A Class A estimate will be completed prior to tender; this will inform how much the contingency can be adjusted. Fund development continues; it was reiterated that room naming acknowledgement will be something like “with grateful appreciation ...”; the Executive Director will draft a policy to identify funding levels and acknowledgement. Fund raising ideas would be welcomed for this project. It was noted that a building page (for 167 Sherbrook progress) will be added to Klinik’s website. With respect to the parking lot, a request is being considered by the City to make the changes in stages.

- 6.2 **Nomination & Governance** – The minutes of January 14/19 were distributed and reviewed. The Chairperson expressed appreciation to those Board members who agreed to step off the Board this year to assist in succession planning. Recognition of service was discussed and will be included at the AGM in June. Thanks was expressed to three Board members who have agreed to end their terms early, in June 2019 to assist with the process of Board renewal. Appreciation was expressed for their loyalty and contributions. The Executive Director added her gratitude to those stepping down early to enable the opportunity to bring on new Board members.

The skills matrix was distributed and completed by Board members in attendance. This will inform the upcoming recruitment. The matrix was developed through a literature review, and will assist in determining Board recruitment needs. Recruitment will occur during the month of February; Board members were encouraged to share through their networks as word of mouth is a very effective recruitment method.

- 6.3 **Social Justice** – The committee continues with activities including Lunch & Learns with respect to Reconciliation, and a Harm Reduction Strategy sub group has been formed.

7. **Executive Director Report** – Information for December will be included in the Jan/Feb report.

The Executive Director reported that Manitoba Health is developing strategies based on recommendations from the Virgo report on Mental Health; she expects these could impact Klinik.

The Executive Director was asked to participate on the review of the WRHA Service Purchase Agreement (SPA) with a goal of reducing the number of SPAs from hundreds to two. Three streams/groups have been identified: community health; acute care; personal care homes, with groups developed for each of the streams. All groups met with the Minister for orientation. The community health group meets weekly and a boiler plate SPA is expected to be in place for April 1 which will have minimal impact, over the upcoming fiscal year however the schedules will be redrafted and this could mean significant changes to how funding occurs.

Unions are also changing: Klinik will go from administering two collective agreement to up to five collective agreements.

Internally, the Management team has recently completed a Lean Audit review facilitated by KPMG regarding financial processes; we await their report. It focused on how budgets work will provide recommendations for efficiencies. Appreciation expressed to the Klinik Finance Team as it was recognized this was a difficult process.

8. Upcoming Events and Announcements

March 20, 5:30-7:30 pm: Next Regular Board Meeting (*870 Portage Ave*)

9. In Camera Session

9.1 Past Employee

IT WAS MOVED and seconded that the Board of Directors of Klinik Community Health move In Camera. **CARRIED**

In Camera session ensued.

9.2 Executive Director Evaluation Committee

Staff members left the meeting at this time. In Camera session ensued.

The In Camera session ended.

10. Adjournment – 7:20 pm.