



**Grand River Community Health Centre  
Meeting of the Board of Directors  
MINUTES**

**Tuesday, October 10, 2023  
5:00 p.m. Board Meeting  
Board Room or Zoom Video  
Conferencing**

GRCHC Board of Directors: R. Bryan, Melissa Cummings, Sonia Hayer, Roger Ma, Wanda Mersereau, Jenn Pelchat, France Vaillancourt, Andrew Worotniuk  
 Regrets: Trudi Collins, Ryan Martens, Jenn Pelchat  
 Staff: Peter Szota, Carrie Innes Olah (recording secretary)  
 Chair: Roger Ma  
 Guests:

Item	Time	Topic	Presenter	Action
<b>1. Welcome &amp; Call to Order</b>				
1.1	5:00 pm	Call to Order – recognition of a quorum	R. Ma	RECORD
1.2	5:00 pm	Land Acknowledgment Statement	R. Ma	RECORD
<b>2. Chair’s Remarks</b>				
2.1	5:01 pm	Approval of the Agenda MOTION: To approve the agenda of the Oct. 10, 2023 Board of Directors' meeting. (R. Bryan/ M. Cummings)	R. Ma	RECORD
2.2	5:02 pm	Declaration of Conflict of Interest (Conflict of Interest policy attached) None	R. Ma	RECORD
2.3	5:02 pm	Correspondence-  <b>Board Liaison Orientation Webinar</b> Wednesday, October 11, 2023   5:30-7:00 p.m. <b>Register:</b> <a href="https://ca01web.zoom.us/meeting/register/u5Ylf--opjgtG9R3S4ni-hLnGCXVvV9zBlra">https://ca01web.zoom.us/meeting/register/u5Ylf--opjgtG9R3S4ni-hLnGCXVvV9zBlra</a>  <b>Virtual Board Liaisons and Chairs Meeting</b> <b>Wednesday, November 1, 2023   5:30-7:30 p.m.</b> Register: <a href="https://ca01web.zoom.us/meeting/register/u5cldu2vrDovE9ABE-hEfaufoji12DTLJ5PL">https://ca01web.zoom.us/meeting/register/u5cldu2vrDovE9ABE-hEfaufoji12DTLJ5PL</a>	R. Ma	RECORD
<b>3. Minutes of the Last Meeting</b>				
3.1	5:03 pm	Approval of Minutes – June 20, 2023 (attached) MOTION: To approve the minutes of the June 20, 2023, 2022/23 Board of Directors' meeting. (F. Vaillancourt/ A. Worotniuk)	R. Ma	RECORD
3.2	5:05 pm	Approval of In Camera Minutes – June 20, 2023	R. Ma	RECORD

		<p>MOTION: To approve the In Camera minutes of the June 20, 2023, 2022/23 Board of Directors' meeting. (R. Bryan/A. Worotniuk)</p>		
3.3	5:04 pm	<p>Approval of Minutes – August 1, 2023 (attached) MOTION: To approve the minutes of the August 1, 2023, 2022/23 Board of Directors' meeting. (M. Cummings/R. Bryan)</p>	R. Ma	RECORD
3.4	5:08 pm	<p>Approval of In Camera Minutes – August 1, 2023 MOTION: To approve the In Camera minutes of the August 1, 2023, 2022/23 Board of Directors' meeting (R. Bryan/ M. Cummings)</p>	R. Ma	RECORD
3.5	5:04 pm	<p>Approval of Minutes – Sept. 5, 2023 (attached) MOTION: To approve the minutes of the Sept 5, 2023, 2023/24 Board of Directors' meeting. (R. Bryan/A. Worotniuk)</p>	R. Ma	RECORD
<b>4. Board Education</b>				
4.1	5:12 pm	<p>Governance Refresher (attached)</p> <p>A slide deck from the Ontario Hospital Association on Hospital Governance Essentials for New Directors was reviewed. This slide deck highlighted the changes that need to be made by organizations in order to comply with the new Ontario Not-for-Profit Corporations Act (“ONCA”). Organizations must comply by October 2024. Other aspects of good Board governance were also included in the slide deck.</p> <p>S. Hayer joined the meeting at 5:16 pm</p> <p>GRCHC is very involved in the Brantford Brant Norfolk OHT. P. Szota is the co-chair of the BBNOHT’s Executive Leadership Committee. One of the targeted populations of the OHT is homelessness and GRCHC is an executive sponsor of the program. It was noted that GRCHC is also the TPA of for the OHT</p> <p>Thanked for the presentation. If directors have any questions please email staff.</p>	P. Szota	RECORD
<b>5. Reports</b>				
5.1	5:42 pm	<p>Executive Director's Report October 2023 (attached) MOTION: TO approve the October 2023 Executive Director's Report. (R. Bryan/ S. Hayer)</p> <p>A brief overview of the report was provided.</p> <p>The video produced for the Safe Consumption Site will be used to promote Brantford obtaining a safe consumption site.</p>	P. Szota	RECORD

		<p>It was noted that the heating and ventilation system at GRCHC is failing and is very costly to repair.</p> <p>The cooking classes that GRCHC provides will provide an aspect of social prescribing. Staff will follow up with the staff running the grant to see if they have an EDI overlay to their programing.</p>		
<b>6. Business Arising from the Minutes</b>				
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<b>7. New Business</b>				
7.1	5:49 pm	<p>Appointment of Signing Officers MOTION: That the following are signing officers for the Grand River Community Health Centre: Roger Ma, Sonia Hayer, Ryan Martens, Peter Szota, Lynda Kohler, and Carrie Innes Olah. (A. Worotniuk/ F. Vaillancourt)</p> <p>R. Bryan expressed his appreciation for being nominated as treasurer at the October 2023 Board meeting.</p>	R. Ma	RECORD
7.2	5:50 pm	<p>Confirm Committee Membership Executive &amp; Resources Committee: Roger Ma, Sonia Hayer, Ryan Martens, Jenn Pelchat, Peter Szota</p> <ul style="list-style-type: none"> <li>• HR &amp; Board Development Committee- Ray Bryan, Sonia Hayer, Wanda Mersereau</li> <li>• Programs &amp; QA Committee- Melissa Cummings, France Vaillancourt, Andrew Worotniuk</li> </ul> <p>Staff will reach out to directors not in attendance to confirm what committee they would like to join.</p>	R. Ma	RECORD
7.3	5:55 pm	<p>Confirm Alliance Board Liaison (1-2 board members) (attached) An upcoming Board Liaison orientation session will take place at 5:30 p.m. Wednesday, October 11, 2023.- Sonia Hayer</p>	P. Szota	RECORD
7.4	5:56 pm	<p>Code of Conduct - annual review and confirmation via email of the Board Code of Conduct (attached) Directors will email staff to confirm that they have read the policy and will comply</p>	R. Ma	RECORD
7.5	5:58 pm	<p>Board Diversity (attached)</p> <p>The report was circulated in the agenda package. S. Hayer presented the report in T. Collins's absence.</p> <p>Discussion took place regarding the need for a sub-committee to do this work or could this be the work of the HR Board Committee? The HR Board committee has completed a review of the policies and therefore would not have this work to do this year. Last year's HR Committee meetings were very brief and it was felt that this committee could do this</p>	T. Collins	RECORD

		<p>work. It was noted that the Alliance has completed a great deal of work on EDI and it would make sense for GRCHC to tap into this information and use it.</p> <p>Staff will forward information on the Equity and Board Governance training provided by the Alliance. Directors were urged to review the information when it is received and consider undertaking the training. Directors will email staff if they would like to be registered for the training.</p>		
7.6	6:07 pm	<p>BBNOHT Joint Board Report (attached)</p> <p>The report was provided as information and directors were urged to read it. A brief discussion regarding Digital Health and funding for Digital Health took place. OHTs have secured funding for 3 years.</p> <p>P. Szota left the meeting at 6:14 p.m.</p>	R. Ma	RECORD
7.7	6:15 pm	<p>In-Camera- Standing Item MOTION: To move in camera to discuss 7.7- In Camera Session (S. Hayer/ A. Worotniuk)</p> <p>The committee moved in camera at 6:15 p.m.</p> <p>MOTION: To move out of camera (R. Bryan/ M. Cummings)</p> <p>The committee moved out of camera at 6:32 p.m.</p>	R. Ma	RECORD
<b>8. Meeting Adjournment</b>				
8.1	6:33 pm	FYI Items- Alliance June Board-to-Board Report	R. Ma	RECORD
8.2	6:35 pm	<p>Meeting adjourned Next board meeting: Tuesday, Nov. 7, 2023, at 5:00 pm</p>	R. Ma	RECORD