



- Present:** Catherine Isaacs (President), Marc Goudie (Vice President), Pamela Paterson (Secretary), Marie-Line Jobin, Joëlle Gingras, Maha Othman and Wendy Vuyk (Interim CEO).
Regrets: Alec Ross (Treasurer), Raymonde Degbey, Melanie Walker, Natalie Zhang.
Staff: Krista Johnston (Communications Assistant and Recorder)
Presenter: Meghan O’Leary (Director of Clinical Services)

	Discussion	Motion/Action
1.	<p>Call to Order The meeting was called to order at 4:32 p.m.</p> <p>Catherine acknowledged the Anishinaabe and Haudenosaunee first peoples, and their traditional land that KCHC is situated on. Joëlle gave the land acknowledgment in French.</p>	
2.	<p>Consent Agenda Consent documents included in meeting package: 20240618 Board Meeting Agenda 20240618 Board Meeting Minutes</p> <p>The approved minutes of the June meeting were signed by Pamela Patterson.</p>	<p>Moved by: Marie-Line Seconded by: Joëlle To accept the consent agenda CARRIED</p>
3.	<p>Conflict of Interest Marc mentioned that he might have a conflict of interest during the CEO update regarding CTS and would recuse himself at the time if necessary.</p>	
4.	<p>Treasurer’s Report</p> <ul style="list-style-type: none"> Marc (on behalf of Alec) confirmed that all payments/remittances/bank statements for June and July are up to date, in order, and on file. <p>Q1 Financials Wendy presented the updated Q1 financial report included in the Board package.</p>	<p>Moved by: Marc Seconded by: Marie-Line To accept the Treasurer’s report as presented. CARRIED Moved by: Marie-Line Seconded by: Marc To accept the Q1 financial</p>



	Discussion	Motion/Action
		report as presented. CARRIED
5.	<p>Midtown Kingston Health Home Update: Meghan O’Leary, the Director of Clinical Services, told members of the Board that Midtown will soon move ahead with rostering patients. Despite not yet having a funding letter, she stressed that providers are happy to start building their practices, and that the majority of the clinic’s staff have already been hired. She added that the Alliance and OHT are requesting that rostering begin without the formal funding letter being in place. She highlighted the importance of showing the province that a full-service primary care clinic is up and running. The clinic will begin rostering people through Health Care Connect (with a geographic lens), and will continue providing episodic care to unattached patients through the Well Baby Clinic and Community Paramedics Program etc.</p> <p>Meghan joined the meeting at 4:53 p.m.</p>	
6.	<p>Monitoring Items</p> <p>a) Q1 ECFAA/MSAA Report</p> <ul style="list-style-type: none"> • Wendy and Meghan reviewed the figures from Q1. • Meghan noted that access to primary care continues to be high, which speaks to the volume of people being seen for episodic care. • Meghan explained that some records are still moving between EMRs, but that will soon change. Currently, numbers are only capturing those who are rostered to KCHC and those who are documented in Napanee. That will change with the 10,000 people soon to be added from the Greater Napanee Health Home. • Wendy observed that otherwise, the numbers in the Q1 report were quite similar to Q4. <p>b) CTS Update Provincial Closures of Supervised Drug Consumption Sites: The Board sought an update regarding the provincial decision to close 10 supervised drug consumption sites by March 31, 2025. Wendy reported that, while KCHC’s CTS is not on the closure list, the announcement has caused considerable concern and distress among staff, including those at OHRDP. The provincial government is</p>	<p>Moved by: Marc Seconded by: Maha That the Board received and approves the 2024-2025 Q1 ECFAA/MSAA report. CARRIED</p>



	Discussion	Motion/Action
	<p>now soliciting proposals for new Homelessness and Addiction Recovery Treatment (HART) Hubs. These HART Hubs are expected to provide up to 375 supportive housing units, along with addiction recovery and treatment beds. However, they will not include supervised consumption services, harm reduction supply distribution, or needle exchange programs. Wendy remarked that KCHC will consider submitting a proposal to become a HART Hub by the application deadline in October.</p> <p>c) Top 20 Changes and Update Wendy explained that staff will not move forward with setting Top 20/10 priorities until the new CEO is hired and can consult with staff and community members. Until then, staff will focus on their new team dashboards and report on their deliverables once per quarter. The Board was satisfied, as long as there were actual indicators presented in the dashboard that outlined the progress of the organization’s strategic plan. Both Catherine and Marie-Line pointed out that a primary role of the Board was to track progress on achieving the strategic plan’s goals. Catherine noted that it was reasonable to suspend the Top 20 update until the new CEO had started, but that implementing a system to provide quarterly strategic plan progress reports to the Board should be a priority in Q3.</p> <p>d) Update on ONCA Policy Revisions KCHC has worked with BLG to ensure the organization complies with ONCA requirements. However, KCHC governance policies still need to be amended to reflect the new By-laws by October 2024. BLG recommends that, rather than editing our existing governance policies, we use the templates they provided for the “core” policies and incorporate any unique elements from KCHC’s existing policies that are not impacted by ONCA. Wendy proposed that the Board consider hiring BLG to provide the core policy templates rather than asking members of the corporate services team to update the policies. Catherine asked Wendy to obtain a quote from a policy analyst to do this work, since it should be more cost effective than hiring the law firm.</p> <p>e) Update on Board Support Wendy stressed the need for an EA position, especially with the onboarding of a new CEO, who would expect direct administrative support. She stressed that the corporate team is already overstretched and that an EA position would be the best solution to support both the Board and CEO overall. Krista Johnston, the communications assistant, will continue to support the Board in the interim.</p>	



	Discussion	Motion/Action
	<p>f) ISKA Newcomer Settlement Program Update In April of 2023, 292 refugee claimants entered the federal hotel program in Kingston and only 75 remain in the hotel, with the majority being housed and integrated into the community. Within the past half year, the ISKA-NSP team successfully housed 110 people; engaged in more than 1,300 interactions with clients and facilitated 29 workshops – focusing on housing, filing taxes, employment and volunteerism, as well as recognizing and reporting racism. ISKA-NSP workers also helped 22 refugee claimants graduate from a PSW program and find employment as PSWs through a partnership with Loyola College. The Board also learned that hotel sites housing refugees across Canada are being closed by the federal government with limited notice. The situation, they were told, remains unpredictable. The Board stated that it was incredibly impressed with the work of the ISKA-NSP team and that it was lovely to hear about the successes of refugee families.</p> <p>g) CEO Update Wendy informed the Board that Pathways Canada has asked the Kingston program to submit a 3-year proposed budget, rather than the usual one-year budget. She stressed how helpful this will be for team planning and staff satisfaction.</p> <p>Meghan O’Leary left the meeting at 5:31 p.m.</p>	
6.	<p>Planning & Decision Items</p> <p>a) Board Calendar: Catherine reviewed the Board calendar for 2024-2025. She requested that the Board receive Outlook calendar invites for each meeting and the date of this year’s AGM. The Board will approve the calendar at the next meeting.</p> <p>b) Workplan 2024-25: Catherine suggested the following changes to the workplan: Board committees determine chairs in June (rather than August), that committees will be determined on an <i>ad hoc</i> basis; that the CEO’s priorities be established in the fall (rather than April); that the CEO’s performance appraisal be six months after they are hired on, then every two years thereafter; and that item 4.2 be deleted from the workplan (approval of terms of reference).</p>	



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	<p>c) Board Retreat Planning: Catherine suggested that Board members communicate their interest in retreat topics via an emailed survey, along with their preferred location and date (early 2025).</p> <p>d) Staff Program Presentations: Catherine suggested the Board receive an additional poll on what program presentations they would like to hear about this year. Krista will create both surveys and email them before the next meeting.</p> <p>e) Greenwood Health Home Update: The organization is considering entering into business agreements with other local Health Homes that would allow the organization to employ clinic managers and second them to these practices. This model aims to strengthen ties between our organization and local primary care providers, while enhancing service delivery and management consistency across the healthcare system. The Board was asked for approval to proceed with the exploration of business agreements for the secondment of clinic managers to local health homes, including Greenwood. Wendy received approval from the Board to explore this arrangement further but was advised to ensure that it made financial sense, and that compliance with OHSa and other Ministry of Labour legislation could be ensured, since KCHC would be the employer of record.</p> <p>f) The Board went <i>in camera</i> at 6:25 p.m. to receive an update from the CEO Search Committee with no motions made. The Board came out of <i>camera</i> at 6:43 p.m.</p>	
7.	<p>Mission Moment</p> <ul style="list-style-type: none"> Completed. 	
8.	<p>Next meeting: Tuesday, September 24, 4:30 p.m.</p>	
12.	<p>Adjournment</p> <p>The meeting was adjourned by Marc at 6:51 p.m.</p>	<p>Moved by Marc Goudie to close the meeting at 6:51 p.m.</p>



Kingston Community
Health Centres

Centres de santé
communautaire de Kingston

**KINGSTON COMMUNITY HEALTH CENTRES
BOARD MEETING
Tuesday, August 27, 2024
Boardroom and virtual meeting, 263 Weller Ave.
4:30 p.m.**

A handwritten signature in black ink, appearing to read 'M. Wilson', written over a light yellow rectangular highlight.

Signature

September 24, 2024

Date