



Kingston Community  
Health Centres  
Centres de santé  
communautaire de Kingston

**KINGSTON COMMUNITY HEALTH CENTRES**  
**BOARD MEETING**  
**Tuesday, June 17, 2025**  
**Boardroom and virtual meeting, 263 Weller Ave.**  
**4:45 p.m.**

**Present:** Marc Goudie (President), Joëlle Gingras (Vice President), Alec Ross (Treasurer), Pamela Paterson (Secretary), Raymonde Degbey, Maha Othman, Anna Johnson, Michael Judd, MarieJo Cleghorn, Radha Pooran, Natalie Zhang, Catherine Isaacs, Ben Gooch (CEO)  
**Regrets:** Marie-Line Jobin  
**Staff:** Amanda Brown (Executive Assistant)  
**Presenters:** Rob Wood, Strategic Plan Consultant from 8020 Info Inc.

	Discussion	Motion/Action
1.	<b>Call to Order</b> The meeting was called to order at 4:38 p.m.  Catherine acknowledged the Anishinaabe and Haudenosaunee First Peoples, and their traditional land that KCHC is situated on as we commence the AGM at 4:30pm. Joëlle also delivered the land acknowledgment in French.	
2.	<b>Consent Agenda &amp; Previous Meeting Minutes</b> Consent documents included in meeting package: 2025/06/17 Board Meeting Agenda 2025/05/27 Board Meeting Minutes  The minutes for the May meeting were approved as presented and signed by Pamela Paterson.  <b>Raymonde attended the meeting at 4:40pm.</b> <b>Maha attended the meeting at 4:40pm.</b>	Moved by: Alec Seconded by: MarieJo To accept the consent agenda and May 27, 2025 meeting minutes. <b>CARRIED</b>
3.	<b>Conflict of Interest</b> There were no conflicts of interest declared.	
4.	<b>Treasurer's Report</b> Alec confirmed that all payments/remittances/bank statements for May are up to date, in order, and on file.	Moved by: Alec Seconded by: Radha To accept the Treasurer's report as presented.



	<b>Discussion</b>	<b>Motion/Action</b>
		<b>CARRIED</b>
5.	<p><b>Board Survey Results</b></p> <p>Catherine shared that completing the Board Survey is a requirement for accreditation. She noted that the survey includes a section where new board members can indicate they are "unsure/new member," recognizing that they may not have experienced a full calendar year of board operations.</p> <p>To support new members, Catherine suggested developing a FAQ sheet to help them locate key reference materials within the governance manual. She also noted that the client survey was missing for the year 2024-2025. The CEO confirmed this will be conducted in 2025–2026.</p> <p>Additionally, the survey results indicated that some respondents were unsure whether the organization encourages the CEO to pursue professional development. Catherine confirmed that this is both supported and encouraged by the Board.</p>	<p>Moved by: Alec Seconded by: Joëlle To approve the Board Survey and its conclusions as presented. <b>CARRIED</b></p>
6.	<p><b>Community Engagement Event: June 24</b></p> <p>The Board reviewed and approved the proposed agenda for the upcoming Community Engagement Event, which they are hosting on Tuesday, June 24, from 4:30 p.m. to 6:00 p.m.</p> <p>The Board also agreed that Rob Wood will develop three engagement questions to guide conversations with attendees. These questions will support the development of the organization's new strategic plan, which is currently underway.</p>	<p>Once Rob has developed the engagement questions, Amanda will email them to the Board in advance of Tuesday's event to ensure members are familiar with the content beforehand.</p>
7.	<p><b>Strategic Plan Engagement Session</b></p> <p>Rob Wood from 8020 Info Inc. attended the meeting to facilitate a discussion with the Board members, which focused on refining the organization's Vision, Mission, and Values. This initiative is part of the ongoing development of the new strategic plan.</p> <p>Key discussion points identified by the Board included:</p> <ul style="list-style-type: none"><li>• The distinction between being an equitable provider of care versus a dynamic provider.</li></ul>	



	<b>Discussion</b>	<b>Motion/Action</b>
	<ul style="list-style-type: none"><li>• Ensuring delivery of care through the CHC model, despite obstacles including government mandates.</li><li>• Allowing opportunity to serve all populations, while prioritizing and optimizing care for vulnerable groups.</li><li>• Balancing the social determinants of health, equitable care delivery, and partnerships for community health programs.</li><li>• Promoting staff wellness and ensuring organizational sustainability.</li><li>• Driving innovation in prevention, despite limited funding and resources.</li><li>• Upholding core values such as equity and a strong community focus.</li></ul> <p><b>Maha left the meeting at 5:18pm.</b> <b>Joelle left the meeting at 5:31pm and returned remotely at 5:56pm.</b> <b>Natalie left the meeting at 5:32pm.</b> <b>Pamela left the meeting at 6:42pm.</b></p>	
8.	<p><b>CEO Report</b></p> <p><u>French Language Service Designation</u> In 2020, the organization began pursuing a partial French Language Service Designation under the French Language Services Act. This work included the implementation of bilingual signage, relevant policies, and service tracking metrics.</p> <p>In 2024, the Board approved the transfer of the designation initiative from the Weller site to Midtown, following the relocation of the staff member leading the project. As part of the 2025 Annual Plan, KCHC has committed to translating components of the website to support this designation, for programs and services that are available in French.</p> <p>A meeting is scheduled next week to formally request a deferral of the designation timeline, based on ongoing human resource challenges, particularly in recruiting and retaining bilingual staff. Workforce pressures are also limiting the organization's capacity for full implementation. A deferral would allow KCHC to sustain our current progress. The Board agreed a deferral is appropriate.</p>	



	Discussion	Motion/Action
	<p>A French Language Service Web Development Project was proposed to develop a bilingual website to centralize job postings for bilingual positions across partner organizations, promote Kingston as a destination for francophone health professionals, and showcase training opportunities, success stories, and partner initiatives. KCHC was initially identified as the lead organization for this project. The site was intended to serve as a recruitment and retention tool while increasing the visibility of available French-language services. However, after careful consideration, KCHC has decided not to move forward with this project, as it falls outside our area of expertise.</p> <p><u>Refugee Health Fund Program</u> The CEO shared that KCHC has received funding to enhance care for refugees with complex needs. Priority areas of support include primary care, mental health, pediatric and women's health, infectious disease treatment, interpretation services, and system navigation support. This funding will allow the establishment of a specialized Clinical Refugee Health Team, with a focus on culturally responsive, community-based, and patient-centered services.</p> <p><u>Board Site Tour</u> A site tour has been scheduled for the Board at both ISKA and Midtown on September 23, prior to the regular Board meeting.</p>	<p>Amanda will send calendar invites for both the site tours at ISKA and Midtown.</p>
9.	<b>In Camera:</b> The Board moved <i>in camera</i> at 6:58 p.m. and returned to the regular meeting at 7:06 p.m. No motions were made during this time.	
10.	<b>Appointment of Board Officers for 2025-2026:</b>  Board Officers for 2025 – 2026: Marc Goudie: President Joëlle Gingras: Vice-President Alec Ross: Treasurer Pamela Paterson: Secretary	<p>Moved by: Catherine Seconded by: Michael To approve the Board Officers for 2025-2026. <b>CARRIED</b></p>



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	<b>Discussion</b>	<b>Motion/Action</b>
11.	<b>Community Engagement Event:</b> Tuesday, June 24, 4:30 p.m. <b>Next Board Meeting:</b> Tuesday, August 26, 2025, 4:30 p.m.	
12.	<b>Adjournment</b> The meeting was adjourned by Alec at 7:15 p.m.	Moved by Alec to close the meeting at 7:18 p.m.

August 26, 2025

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Signature

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Date