

REACH Board of Directors Meeting
Minutes
Wednesday July 5th, 2017
Location: Britannia Community Services Centre

In Attendance: Ruth Herman (Chair), Jim LeMaistre, Bill Hood, Scott Clark, Neal Jennings, Colleen Fuller (via phone), Penny Street, Mike Ma, Barbara Cameron, Karen Dean

Staff Representatives: Andrew Ho (Dental), Patricia Dabiri (MFC), Devika Krishnan (Admin)

Regrets: Jill Kelly, Jane Turner, Barry Morris

Others in Attendance: Henry Yuen (Mgr. Finance), Geoffrey Trafford (Executive Director)

Acknowledgement that the meeting is taking place on unceded Aboriginal territory.

Preliminaries:

1) Approval of Agenda

That the agenda was approved.

M/S/C

2) Review of Minutes

That June 7th, 2017 Board of Directors minutes are approved.

M/S/C

3) Business Arising: Actions Arising Reviewed.

a. OUR Place reciprocal accountability pledge:

Scott Clarke will bring the pledge to the September Board of Directors meeting.

b. BCACHC Delegate

Geoffrey Trafford reported that the BCACHC Bylaws state there can only be one delegate from each CHC. BCACHC information can be found on their website.

c. Telemedicine Report

Colleen Fuller prepared a report containing various views on telemedicine and recommendations. There were concerns regarding Skype security measures and compatibility with Oscar.

1. That REACH ensure we are in regulatory compliance with the College of Physicians & Surgeons as well as the regulatory bodies of any other provider who may use video-conferencing before introducing this option;

M/S/C

2. That we put in place all of the measures required to introduce telemedicine, including a system to track/evaluate its use over a 12-month period; a system to obtain informed consent from patients

who may be candidates for this type of consultation; and knowledge among providers of the regulatory requirements;

M/S/C

3. Once these systems are in place, that we rely on Skype for Business which is an encrypted system for a 12-month trial period;

M/S/C

4. At the end of the 12-month trial period, the executive director will provide an evaluation of the benefits and drawbacks of the use of telehealth, the response of patients and providers to video-conferencing and the impact, if any, on panel size for physicians;

M/S/C

5. That REACH encourage the Ministry of Health to follow the example of every other province in Canada except Quebec to create a province-wide public telehealth network that provides secure transmission across multiple sites;

M/S/C

6. That REACH liaises with the Abbotsford Division of Family Practice which is conducting a pilot study on the impact of telemedicine on longitudinal care in an urban practice setting.

M/S/C

d. Briefing Note on REACH

That REACH adopt the briefing note on the history of REACH (prepared by C. Fuller) as a document of record and for distribution to appropriate organizations.

Note: C. Fuller to prepare executive summary.

M/S/C

4) Committee Reports

- **Executive and Governance:** Minutes & Recommendations received.

That the following policy be adopted on an interim basis until September 2017.

Any board or staff member who wishes to distribute or publish information or a message to members must first submit, in a timely manner, the proposed message or information sheet to the Executive Director and a member of the Executive Committee for approval and/or amendment. Once approved, the message will be published on the appropriate site, to be determined by the Executive Committee, forthwith.

M/S/C

This policy is referred back to the Executive and Governance committee for further review.

M/S/C

- **Finance:** Audited Financial Statements

The Audit went smoothly, there were some offsets as some of the liabilities were due. Differences were well explained and overall the revenues increased.

That REACH to approve the year end 2017 audited Financial Statements for publication and presentation to the members at the AGM.

M/S/C

- **Outreach Committee:** Report received.

Concerns with REACH's strategic plan and how we assign necessary support in regards to Outreach Committee. Terms of Reference has been referred back to the Outreach Committee for review.

- **New Building:** Executive Director's report.
- **Program Planning and Evaluation:** No Report.
- **CRU Sub Committee:** No report.
 - **Fundraising Committee:** No report.

6) **Executive Director's Report**

Report presented on the following items:

1. Pharmacy
2. Dental
3. MFC
4. Medical
5. VCH – Concerns regarding the VCHA contract were discussed.
6. New Building – Oct.12 is still the move-in date.
7. Outreach

7) **New Business:** None

8) **Adjournment.**

M/S/C

The public meeting was adjourned at 8:45 p.m.; there was an in-camera session.