

**REACH Board of Directors Meeting**  
**Minutes**  
**Tuesday, April 14<sup>th</sup> 2020**  
**Location: Via ZOOM**

**Call to order: 5:30 pm**

**Present:** Colleen Fuller, Una Walsh, Jane Turner, Neal Jennings, Alice Munro, Bill Hood, Danielle Burch, Daniel Cook, Emma Macklem, Janette McIntosh, Kylie Ellis, Marian Dodds, Piotr Majkowski

**Staff:** Nicole LeMire (ED), Maho Okada (Minutes)

**Staff Representatives:** Afshin Jaber (Pharmacy), Wendy Redhead (Medical), Andrew Ho (Dental), Daisy Kler (MFC)

**1. Preliminaries**

- Acknowledged that the meeting is taking place on unceded Coast Salish Territory.
- That the agenda be approved M/S/C
- That the minutes from March 2020 be approved. M/S/C

**2. Business Arising**

- a. Appointment of board members to the Nominating Committee for September Board elections
  - Emma and Daniel were appointed members of Nominating Committee and the committee has been officially reconstituted. The committee to start process for nominees and report back to the board on a monthly basis.

**3. Executive Director's Report**

- The Executive Director gave her report using the headers of the strategic priorities.
- Main focus during the past month was to support the community, patients and staff around COVID-19 pandemic.
- The COVID-19 cases have forced us to work and operate differently, and there have been many lessons learned. How will REACH prepare for the anticipated next wave of COVID-19 if there is one? We are developing plans and communicating with VCH around testing and assessment functions at the UPCC. Telehealth will be a key service to further implement.

**4. Committee Reports**

- a. Executive (Colleen Fuller) - Written report
- b. Human Resources (Una Walsh) - No report
- c. Finance (Neal Jennings) – Verbal report
  - Financial Coordinator worked out what the impact of the dental clinic closure would be on the budget. The figures indicate that the impact will depend on when the clinic re-opens.
  - Government's wage subsidize program has expanded to non-profit organizations, and we will look into the legislations.
- d. Outreach (Bill Hood) - No report

- Process for signing a collective board letter was discussed. Moving forward, we will implement the following steps: 1) The request to be directed to the appropriate committee first, then the committee recommends to the board. 2) The Executive is empowered to take a lead and have a full conversation with the committee, then share summary with the board, if necessary to expedite a process. 3) When reviewing letter, it would be important to ensure content is positive and provide useful recommendations 4) Ad hoc online meetings can be called for collective feedback.
  - Discussion around following up to the letter recently written to address affordable housing solutions to vulnerable population was suggested. The consensus was to take no further action.
- e. PPEC (Danielle Burch) - No report
- f. Fundraising (Jane Turner) – Written Report
- g. Covid-19 Ad hoc committee
- Terms of reference was shared and reviewed by the board.

**MOTION:**

That the Covid-19 Ad hoc committee terms and reference be accepted.

M/S/C

- Time was given to read the Covid-19 Committee report and Piotr shared summary.
- “Recommendations” were made by the committee and many of them were already happening as per the ED’s update.
- The committee consists of Board members, Academics and internship students from VCC. Each member is assigned to work on a specific activity.
- Operations at REACH prioritize guidelines from the Ministry, VCH and CDC. This approach applies to activities undertaken as well as information sharing.
- Due to public facility closures, internet accessibility became limited to vulnerable populations and we recognize a technology gap to be filled. Britannia is providing a phone and if anyone is looking for support, contact Daniel for more information.

**5. No new business**

**6. Announcement**

CSA vegetable production is sold out.

Next month, each person will share a short update at the beginning of a board meeting.

**7. Public session adjourned at 7:30pm**