

**REACH Board of Directors Meeting
Minutes
Tuesday, February 11th 2020
Location: 1145 Commercial Drive**

Call to order: 6:00 pm

Present: Colleen Fuller, Una Walsh, Neal Jennings, Bill Hood, Danielle Burch, Daniel Cook, Emma Macklem, Kylie Ellis, Marian Dodds, Alice Munro

Staff: Nicole LeMire (ED) Henry Yuen (Admin) Maho Okada (Minutes)

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

Regrets: Jane Turner, Piotr Majkowski, Janette McIntosh

1. Preliminaries

- As an acknowledgement that this meeting is taking place on unceded Coast Salish Territory.
- That the agenda be approved as amended. M/S/C
- That the minutes from December 2019 be approved. M/S/C

2. Business Arising

a) Retreat follow-up

MOTIONS

- i. That the ED, Managers and Board Committees reference the Strategic Plan in their on-going work and report back to the Board monthly.
- ii. That the Strategic Plan be reviewed twice yearly, once in June and then at the Board Retreat.
- iii. That the Strategic Plan receives a thorough review/rewrite every five years. M/S/C

b) HR update: Employee benefit package

MOTION

i.

a) That all current and new REACH eligible employees be covered under the new Empire Life Dental Plan

and

b) That current REACH employees who are REACH dental patients as of January 26, 2020, be grandfathered into the new plan as REACH dental patients, maintaining the current REACH coverage levels as of January 26, 2020.

M/S/C

MOTION

- ii. That the improvements and changes to our current Empire Life benefits plan be implemented for all eligible employees

M/S/C

- c) New Board members' orientation – Date: Feb 25, 2020 at 5:30pm
Everyone is welcome to join the session is not to be limited to the new board members.

3. Executive Director's Report

UPCC:

We received the occupancy permit, and UPCC has started operating at the permanent site as of Feb 10th. In February, UPCC will be operating shorter hours to support training and to prepare new staff for full operation hours starting in March. MoH's official announcement of the REACH UPCC opening is scheduled for Feb 29th at noon. On Feb 7th, we invited an indigenous elder to lead a circle with smudging ceremony to bless the new space. We also plan to have a staff appreciation party on Feb 26. Be mindful using the UPCC acronym when we communicate on our social media etc. as people may not understand what that means at this stage.

Program Developments:

Diabetic program for Indigenous will replicate an existing program offered to Latin group by German. We are in the process of hiring another indigenous health community promoter and have interviewed 2 candidates. We are planning to offer a 6-month contract position to one of them.

Medical:

The waiting list continues to be long. (Average 6 months wait for a new patient). We want to look into ways to shorten the waiting list. The panel size has stayed almost the same since June 2019. With NP's onboarding, we hope to improve on this matter.

Extra thank you to Dental, Pharmacy and MFC teams during the UPCC construction period.

Strategic Plan will be discussed with managers.

MOTIONS:

That the REACH board sends a letter of appreciation to Andy Day at VCH to acknowledge his support to REACH over the years. M/S/C

That the REACH board sends a letter of appreciation to Melissa Murdock at Ministry of Health to acknowledge her support to REACH over the years. M/S/C

Next steps: Colleen will draft a letter to both on behalf of the Board.

4. Committee Reports

- a. Executive (Colleen Fuller)

Kudos to the staff and Nicole for completing the UPCC construction.

PCN session follow-up from the Board retreat in January: Executive is recommending that PPEC take the lead to review questions and shape discussions to share with the board. Next steps: PPEC committee will include this topic at their Feb 20th meeting then report back to the Board.

"Our Place" is planning an official launch of governance structure in April and the executive recommends that REACH be part of their organization. The membership commitment

consists of three-year term. It will provide great networking opportunities for REACH to connect and collaborate with other organizations around East Van.

MOTION

That REACH join “Our Place” as an organizational member.

M/S/C

Next steps: It was suggested to nominate someone from the Outreach Committee to be a representative to Our Place’s steering committee.

Setting the Nomination Committee for next AGM: Emma and Daniel will lead the Nomination Committee.

Judy Darcy, Minister of Mental Health and Addictions of British Columbia announced that the government has partnered with Morneau Shepell to research mental health issues. We’re planning to write a letter to ask what kind of impact we anticipate from this research. Next steps: Colleen to write and circulate a draft to the Executive.

b. Human Resources (Una Walsh)

Employee benefit package review has been finalized. New benefit will take effect on April 1st. Two remaining projects in this year are 1) Salary grid review 2) Personnel policy review.

c. Finance (Neal Jennings)

As the end of fiscal year is approaching, the committee will work on budgeting, capital planning, and the reserve fund.

MOTION

That Terms of References - Finance Committee, Policy Number: 2.2, the last bullet #9: *To ensure board understands its fiduciary duty* be stricken.

M/S/C

d. Outreach (Bill Hood)

The committee had their first meeting. Meetings are scheduled on the first Monday of each month at Reach from 2-4 PM.

e. PPEC (Danielle Burch) – No report

f. Fundraising report (Emma Macklem)

The committee met and discussed process and ideas for fundraising and requested that ED to talk to managers about fundraising ideas and needs.

5. **BC Association of Community Health Centre (BCACHC) Report** (Colleen on behalf of Piotr Majkowski)

1. BCACHC will be engaging with members who received stabilization funding to see where the funds are at. This is the first step to requesting more.
2. BCACHC would like to serve to help new CHC gain funding, like a publicly funded consultancy. This request has been put to the MoH.

3. BCACHC will be conducting an annual board retreat on March 2nd, together with a meeting with Ted Patterson. The focus of the retreat will be governance issues for BCACHC. The meeting with Ted Patterson will focus on gaining clarity for the new CHC roll out.

Discussion around the Global Funding: Would it be possible to propose that REACH becomes a pilot for the global funding? We've tried in the past however it was rejected. There are other CHCs raising the same requests, and it could be a strategy to form a group of CHCs and address requests collectively.

6. New Business

7. Announcements

- REACH staff and board members appreciation event: February 26, 2020 at 6:30pm
- BC Minister of Health UPCC announcement: February 29, 2020 at noon
- [Hoobiyee 2020](#), a New Year's celebration event organized by Nisga'a Ts'amiks Vancouver Society is scheduled on Feb 28 & 29 at PNE.

8. Adjourn public session – 7:47pm

In-camera session began