

**REACH Board of Directors Meeting
Minutes
Wednesday, November 10, 2021
Location: Video Conference**

Present: Colleen Fuller, Kylie Ellis, Emma Macklem, Bill Hood, Cyndia Cole, Daniel Cook, Stephanie Skourtes, Tanis Wilson, Piotr Majkowski

Staff: Nicole LeMire (ED), Maho Okada

Staff Representatives: Afshin Jaber (Pharmacy), Brenda Sang (Dental), Kateryna Kozynets (UPCC), Pamela Toor (Program Development), Leslie Mills (Medical)

Regrets: Jane Turner, Una Walsh, Usman Mushtaq, Andrew Ho (Dental)

Business meeting started: 6:00 pm

1. Preliminaries

Recognized that the meeting is taking place on unceded Coast Salish Territory. A land acknowledgement was given by Pamela.

MOTION: That the agenda be approved.

M/S/C

MOTION: That the minutes from October 13th, 2021 were adopted.

M/S/C

2. Executive Director's Report – Written report

The ED welcomed staff representatives; Leslie from Medical and Brenda from Dental.

Enhancing security and safety at REACH has been one of the top priorities due to increasing aggressive behaviors from our patients/clients towards staff. Managers joined a violence prevention “train the trainer” session offered by VCH. They were trained to facilitate training sessions to the staff. Third-party security inspectors came onsite for assessment and provided a series of suggestions. Occupational Health and Safety Committee (OHSC) will implement the plans.

GWAST meeting – Monthly meetings are designed for the organizations in Grandview Woodlands area to work collaboratively. Britannia and REACH will co-host the meetings. The first meeting hosted by REACH was well-attended, with 20 participants.

Staff holiday party is scheduled on Dec 3rd from 7 to 11 pm at REACH. Following Public Health Officer guidelines, everyone is required to wear masks. The Board is invited to mingle with staff.

3. Committee Reports

a. Executive (Colleen Fuller) - Written report

The Executive report included the following:

- Committees were formed as shared in the meeting package. JEDI Committee Terms of Reference are a work in progress and a draft to be shared at next meeting.
- Complaints from patients to the Board
 - The ED has shared the following reporting process.
 - i) When a Board director receives complains about service or departments from a patient/client, the Board director will direct the complains to the respective departmental operation manager.

- ii) Alternatively, the Board director can give a name of operation manager, and a patient/client can either call or email directly.
- iii) If it's clinical, the operation manager will differ the complaints to the Medical Directors or relevant staff person.
- iv) Complaint report form to be filled by the manager. The form currently is under review by the managers.

- Decolonization Workshop will be scheduled over 2 days, 4 hours per session. The dates were tentatively proposed on Apr 30 and May 3, 2022. Time: TBC The total cost of workshop is a set price at \$8000 and non-board members can also join. The facilitators want to meet with Indigenous members of the Board prior to the workshop.

MOTION: That the Decolonization Workshop be scheduled in April 2022 (over two days), and that April's Board meeting be cancelled to accommodate schedules. **M/S/C**

MOTION: That retreat be held on January 22 or 29, 2022, subject to budget approval. **M/S/C**

The Executive will plan a retreat agenda with budget for the Finance Committee to review and to be approved by the Board.

- b. Human Resources – No report
- c. Finance (Kylie Ellis) – No report
- d. Outreach (Bill Hood) - Verbal report
The committee will start working on an arrangement for a practicum student.
- e. PPEC – No report
- f. Fundraising – No report

MOTION: That the Fundraising Committee be disbanded. **M/S/C**

MOTION: That the Board accept the committee reports. **M/S/C**

4. **BC Association of Community Health Centres (BCACHC) Report** (Piotr Majkowski)
BCACHC met with Minister of Health, Adrian Dix and discussed further CHC development plans. "REACH - CHC model" showing how the UPCC has made a positive impact was shared. RISE CHC Director has started joining as a member, which has enhanced presence of CHCs in Greater Vancouver area.
5. **Announcements** – Colleen shared the presentation by Dawn Thomas
<https://www.youtube.com/watch?v=xULGPlrgkt4>.
6. **Public session adjourned at 7:06pm**