

BOARD OF MANAGEMENT FOR THE DISTRICT OF PARRY SOUND WEST
Minutes of Regular Board Meeting
Wednesday, April 25, 2018
Administration Meeting Room

Present: Ms. Debbie Zulak, Chair
Ms. Lynne Gregory
Mr. Mario Buszynski
Mr. Paul Borneman
Mr. Doug McCann
Mr. Ted Knight
Ms. Karen Insley Stewart
Ms. Marsha Rivers, CEO
Ms. Billie Torbett, Recording Secretary

Regrets:

1.0 CALL TO ORDER: The Board Chair called the meeting to order at 9:00 a.m.

2.0 ITEMS TO BE ADDED TO THE AGENDA: None

3.0 CONFLICT OF INTEREST: None

4.0 APPROVAL OF MINUTES:

28/18 "That the minutes of the regular meeting held March 28, 2018 be accepted as presented."

Moved by Mario Buszynski; Seconded by Lynne Gregory;

Carried

5.0 COMMITTEES:

5.1 Strategic Planning Committee – The follow up meeting held on April 13, 2018 and the planning session held on April 24, 2018 were well received. The next meeting is scheduled for May 15, 2018 at 9:30 a.m.

5.2 Finance Committee – *Drew Pahapill* is scheduled to meet with the committee at the next meeting on May 14, 2018 at 10:00 a.m. to present his recommendations.

6.0 BUSINESS ARISING:

6.1 Third Party Notification of FIPPA request – CEO followed the recommendations set out by legal counsel regarding this issue.

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6.2 Draft By-law Amendment

29/18 "That the Board of Management approves the amendment to the existing By-laws to read as follows:

Article 4.0-Election of Officers and Terms of Office

4.3 The directors so elected shall hold office for twelve consecutive months from January to December of the current year and may be reappointed."

Moved by Lynne Gregory; Seconded by Mario Buszynski; Carried

6.3 Fundraising Committee Recruitment – CEO circulated a request for Board members to connect with their Municipalities in order to aid us in our recruitment efforts.

6.4 MOHLTC Performance Level – Results were circulated and discussion followed. The report for the next quarter will be available for the August meeting.

6.5 Board Evaluation - The completed evaluations were presented to the Board and discussion followed.

6.6 Directors and Officers Liability Insurance – Concerns were raised about the non-transferability of the insurance coverage for off-site meetings. CEO to contact HUB Insurance and request a short presentation via skype at the meeting in May.

7.0 CORRESPONDENCE:

7.1 April 3, 2018 Email to Access and Privacy Office Ministry of Health and Long-Term Care re: FIPPA Request A-2017-00173 Third Party Notification

7.2 April 4, 2018 Memo from Long-Term Care Inspections Branch re: Public Posting of Home Performance Levels

7.3 April 17, 2018 Memo from Long-Term Care Inspections Branch re: Acting Director April 17 to October 1, 2018

8.0 REPORTS

8.1 Board Chair:

8.1.1 Board Chair requested that a thank you be sent to the volunteers of Community Support Services in recognition of their contribution to our home.

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8.2 Chief Executive Officer

- 8.2.1 Publication of Performance Levels
- 8.2.2 Annual Financial Audit
- 8.2.3 Health Quality Ontario ("HQO") Quality Improvement Plan ("QIP")
- 8.2.4 Belview by the Bay Unit for Sale
- 8.2.5 Volunteer Appreciation Event

9.0 **OTHER BUSINESS:**

- 9.1 2018 Life Lease Budget – deferred to Board meeting in May

10.0 **ACCOUNTS PAYABLE:**

30/18 "That the Board hereby approves the Operating Expenses in the amount of \$ 811,417.41; Life Lease Expenses in the amount of \$ 29,844.86; and Community Support Services Expenses in the amount of \$ 61,407.73 for the month of March, 2018."

Moved by Paul Borneman; Seconded by Doug McCann; Carried

11.0 **IN-CAMERA MEETING:**

31/18 "That the Board of Management move into "In-Camera" Session at 10:28 a.m.

34/18 "That the reports and directions of the Board of Management "In-Camera" session be accepted as presented."

Moved by Doug McCann; Seconded by Karen Insley Stewart; Carried

35/18 "That the Board adjourn at 10:57 a.m."

Moved by Paul Borneman; Seconded by Doug McCann; Carried


Chair


Secretary-Treasurer

Next Regular Board meeting will be held on Wednesday, May 23, 2018 at 9:00 a.m. in the Administration Room.