

WATERLOO WELLINGTON BOARD OF DIRECTORS
Wednesday, January 26, 2011 Board Meeting

DATE/ TIME	Wednesday, January 26, 2010 5 – 8 p.m.		LOCATION	WWCCAC Board Room, 450 Speedvale Ave., West, Suite 201, Guelph, ON
CHAIR	Marshall Draper		RECORDER	Helene Ireton
PRESENT	Marshall Draper, Chair John Lewington, Vice Chair Kris Bailey, Director Michael Delisle, Director John Enns, Past Chair Ben Gottlieb, Director Larry Kron, Director Lori Trumper, Director Djurdjica Halgasev, Director		Kevin Mercer, CEO Inta Bregzis, Senior Director, Planning & Performance Management Gloria Cardoso, Senior Director, Planning, Communications & Community Engagement Jim Dalgliesh, Senior Director Corporate Services Kelly Smith, Senior Director, HR & Organizational Development Helene Ireton, Executive Assistant Guests representing WWLHIN, local hospitals, service providers, community partners, and clients – see attached attendance sheet.	
REGRETS	Richard Emrich, Treasurer			
No	ITEM	COMMENTS		RESPONSIBILITY & FOLLOW- UP
1.0	Call to Order and Welcome	Marshall Draper, Chair, called the meeting to order with words of welcome to guests, board members and staff. Marshall thanked those who had participated in the community engagement focus groups.		
2.0	PRESENTATIONS: <i>Creating a Culture of Open Leadership: The Waterloo Wellington CCAC Communications and Engagement Strategy Report</i>			
2.1		Kevin Mercer introduced the strategic planning that arose from the October 2010 board retreat, explaining the decision to give significant effort and planning to engagement with emphasis on transparency . Kevin described the process the WWCCAC followed with MASS LBP and introduced Peter MacLeod of MASS LBP, presenter of the WWCCAC Communications and Engagement Strategy Report.		

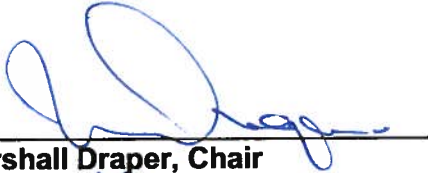
		<p>Peter MacLeod provided a PowerPoint presentation outlining the process and recommendations of the WWCCAC Communications and Engagement Strategy Report.</p> <p>Both Kevin`s and Peter`s power point presentations were filed and posted with the meeting minutes.</p> <p>There was a question about the role of the board in community engagement. It was noted that the suggestions in the Report were drawn from the focus groups and that a specific board role was not discussed. Peter put the question back to the board members suggesting this is a discussion the board should have.</p>	
3.1	Conflict of Interest	No conflict of interest was declared and the meeting proceeded.	
3.2	Agenda	It was moved by Ben Gottlieb and seconded by John Enns that the agenda be approved as distributed. Carried.	
2.1	Motion to receive the WWCCAC Communications and Engagement Strategy Report	It was moved by Ben Gottlieb and seconded by Larry Kron that the WWCCAC Communications and Engagement Strategy Report be received as reported. Carried.	Staff will review the recommendations regarding sequencing of implementation and bring their recommendations back to the Board of Directors.
4.0	Consent Agenda	<p>Items of business on the Consent Agenda were:</p> <ul style="list-style-type: none"> • December 15, 2010 board minutes for approval • Financial Report to December 31, 2010 • Report of the Chair • Report of the CEO <p>There was no request to remove any item from the consent agenda.</p> <p>It was moved by Michael Delisle and seconded by Kris Bailey to approve the items on the consent agenda.</p> <p style="text-align: right;">Carried.</p>	

	<p>REFRESHMENT BREAK</p> <p>The representatives from the WWLHIN, hospitals, service providers, community partners, clients and staff who had participated in the engagement strategy focus groups had been invited to the meeting specifically to be part of the launch of the WWCCAC Communications and Engagement Strategy Report. The meeting adjourned at this point for a refreshment break to allow informal discussion and networking with these guests and to allow those who wished to leave to do so without disruption to the formal meeting.</p> <p>The Chair called the meeting to order again at 6:40 p.m.</p>		
5.0	<p>OTHER REPORTS</p>		
5.1	<p>WWCCAC Strategic Plan</p>	<p>Inta provided a PowerPoint presentation outlining and discussing the broad strategic priorities of the organization that will guide the work of the organization over the next three years. Inta noted that the priorities identified were drawn from the themes generated at the October 2011 board retreat and align with WWLHIN, MOHLTC, OACCAC and CCAC sector directions. Board-led strategies were identified.</p> <p>There were questions and discussion about measurement of expected outcomes and incorporation of the priorities into the CEO's and staff's performance objectives.</p> <p>It was requested that more detailed outcomes, timelines, metrics need to be developed, and that a regular progress/achievement report be included on the board agenda.</p> <p>Concern was expressed that flexibility to do innovative things not be lost and it was noted there is need to take a disciplined approach to innovation, mindful of workloads, sequencing of change, resources and alignment with strategic priorities.</p> <p>It was moved by John Enns and seconded by Kris Bailey that the 2011-2014 Strategic Plan be approved and that the</p>	<p>Staff will come back with an objective perspective of areas for more generative board discussion at the March board meeting</p>

		WWCCAC senior leadership team be instructed to carry out planning activities and reporting specific to the Plan. Carried.	
5.2	Board Policy V-B-8	Kris presented the revised board policy about measuring board performance and the process taken to update it. She noted in particular that the board surveys will be done near the end of February or early March, and will be done electronically. It was moved by Kris Bailey and seconded by Larry Kron that updates to Board Policy V-B-8 be approved by the WWCCAC Board of Directors. Carried. John Enns thanked Kris on behalf of the board for the incredible amount of research and work Kris did to produce this revised Policy.	
7.0	Next Meeting: Scheduled for Wednesday, February 23, 2011, at 5 o'clock, in the WWCCAC Guelph board room. Michael Delisle and Larry Kron are unable to attend this meeting and there were some concerns about achieving quorum. It was noted that the board is required to approve the budget request for submission to the WWLHIN.		Follow up required.
8.0	Meeting Evaluation – Summary of the meeting evaluations will be filed with the board package.		
9.0	Adjournment to in-camera session	It was moved by John Lewington; seconded by Lori Trumper, that the meeting be adjourned to an in-camera session at approximately 8:30 p.m. Carried.	

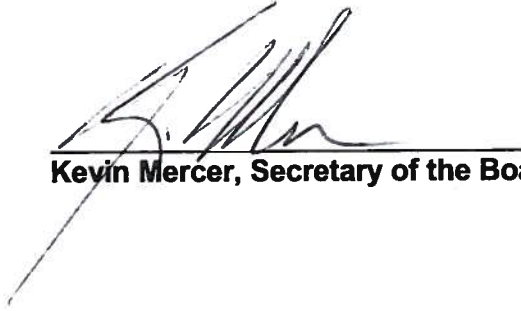
APPROVAL OF MINUTES

On a motion duly made, seconded and carried unanimously, the above-noted minutes were approved.



Marshall Draper, Chair

Date: Feb 23/11



Kevin Mercer, Secretary of the Board & CEO