

WATERLOO WELLINGTON BOARD OF DIRECTORS

MINUTES

June 26 2013 Public Board Meeting

DATE/ TIME	Wednesday, June 26, 2013	LOCATION	Bingeman's, 425 Bingemans Centre Drive, Kitchener N2B 3X7
CHAIR	Michael Delisle	RECORDER	Helene Ireton
PRESENT	<u>Board Directors & Nominees</u> Brenda Flaherty, Supervisor Michael Delisle, Chair Brian Cowan, Vice Chair Larry Kron, Treasurer Ed Arbuckle, Board Director Richard Emrich, Board Director John Enns, Board Director Djurdjica Halgasev, Board Director John Lewington, Board Director Lori Trumper, Board Director Stephen Hummel, Board Director Nominee Patricia Kahle, Board Director Nominee Tammy Quigley, Board Director Nominee		<u>Staff</u> Gordon Milak, WWCCAC CEO Inta Bregzis, Senior Director, Performance Management & Accountability Gloria Cardoso, Senior Director, Planning, Communications & Community Engagement Martina Rozsa, Senior Director, Client Services Kelly Smith, Senior Director, HR & Organizational Development Colin Carmichael, Manager, Communications & Public Affairs Karen Cavrag, Governance Resource Helene Ireton, Executive Assistant
REGRETS	Glenn Roach, Board Director		
No.	ITEM	COMMENTS	RESPONSIBILITY & FOLLOW-UP
1.0	Call to Order & Declaration of Conflict	The meeting was called to order by the Chair at 2:30 p.m.	
1.1	Declaration of Conflict	None declared.	
2.1	Approval of Agenda	IT WAS MOVED by Brian Cowan and seconded by Larry Kron that the agenda be approved as distributed. Carried.	

2.2	Previous Minutes	It was moved by John Enns and seconded by Richard Emrich that the Minutes of June 5, 2013, be approved as distributed. Carried.	
3.0	BUSINESS		
3.1	ANNUAL REPORTS FROM BOARD COMMITTEES		
3.1.1	Governance Report	Brian Cowan, Chair of Governance Committee, provided a presentation of the work of the Governance Committee for 2012-13, providing an overview of the achievements, outstanding items, priorities and challenges of the Governance Committee. Michael Delisle thanked Brian for the many hours of work he put into the governance work of the past year.	
3.1.2	Quality Committee	Lori Trumper, Chair of Quality Committee, provided a presentation of the work of the Quality Committee for 2012-13, providing an overview of the achievements, outstanding items, priorities, challenges and opportunities of the Quality Committee. Lori spoke about the need to define quality and integrate and embed quality throughout the day to day work of the organization. She spoke about the development of ongoing board agendas to include stories about what is happening in our organization - not exclusively patient stories. It was noted that stories will come to the board through the Quality Committee; and as well, any issues involving harm will be reported to the board.	
3.1.3	Resources Committee	Larry Kron, Chair of the Board Resources Committee, provided a presentation of the work of the Resources Committee for 2012-13, providing an overview of the achievements, priorities and challenges of the Resources Committee. Larry also noted additional priorities are for more board members, as well as improvement to the forecasting system. It was noted that the search for board directors is continuing. There was a comment on the provision of statistics about how population group needs are supported and how well we are meeting community needs.	
3.1.4	Audit Committee	Richard Emrich, Chair of the Board Audit Committee, provided a presentation of the work of the Audit Committee for 2012-13, providing an	

		overview of the achievements and priorities the Audit Committee.	
3.2	Strategic Plan	Gloria Cardoso explained the rationale for adding the word, “safe,” to the strategic plan as described in her briefing note. It was moved by Brian Cowan and seconded by John Lewington that the word, “Safe,” be added to the second strategic priority, to read: <i>Safe, High Quality, and Evidence-based Care</i>; and to add the word, “Safe,” into Goal 2, to read: <i>Deliver Safe, High Quality and Evidence-based Care</i>.	
3.3	Collaborative Planning with Community Support Services (CSS)	Gloria Cardoso provided an overview of her briefing note update on the collaborative planning underway with the Community Support Services (CSS) and displayed a slide diagram of the Client Care Model.	
3.4	Accreditation	Inta Bregzis responded to questions about the accreditation process. She noted that the surveyors could come from anywhere across Canada and would be from other areas of the health care sector, although at least one would have knowledge of the CCAC sector. There was further discussion about – <ul style="list-style-type: none"> • Client satisfaction – ongoing external surveys and data gathering. It was noted that the surveyors will also do home visits. • Evaluation of training, education – surveyors will work with the HR staff and will be asking if staff make use of their training opportunities. This area will fall under the leadership staff component related to organizational development and education. 	
3.5	Environmental Sustainability Report and Award.	Kelly Smith will bring this report to the board meeting of August 14, 2013.	
4.0	Conclusion	It was moved by Brian Cowan and seconded by John Enns that the meeting be adjourned. Carried. The public meeting of the board concluded at approximately 3:20 p.m.	

APPROVAL OF MINUTES

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

Michael Delisle, Chair

Gordon Milak, CEO

Date: _____