



**Minutes**  
**Meeting of the SHIP Board of Directors via Teams**  
**Wednesday, March 17, 2021**  
**SHIP**  
**969 Derry Road East, Unit 107 – Mississauga ON L5T 2J7**

---

In Attendance: Louise Kindree - Board Chair, Brian E. Scott, Geoff Topping, Hubert Hiltz, John Williamson, Keith Ward, Moyra Vande Vooren, Peter Beck, Randy Beyers, Tandra Acharjee

Regrets: n/a

Guests: Randy Narine

Staff: Laurie Ridler - CEO, Chris Brown, Cory O'Handley, David Marcy, Lesley Nagoda, Lina Termini, Sharon Fernandes, Thomas DiCarlo

## **1.0 OPENING ITEMS**

### 1.1 Call to Order and Welcoming Remarks

The Chair welcomed board members and called the meeting to order 6:05 p.m. Sharon Fernandes was Recording Secretary.

### 1.2 Disclosure of Conflict of Interest

No conflict of interest was declared.

### 1.3 Motion to approve agenda

**MOTION: Brian moved to approve the agenda. Seconded by Randy. CARRIED.**

### 1.4 Chairs Remarks

No remarks

### 1.5 Board Action Log

We are working on obtaining software to assist in minute taking.

### 1.6 Statutory Reporting

There are no identifiable risks for the organization at this time. All submissions have been reported to the Ministry promptly and we comply with legislation, rules and regulations as set down by our funders.

## **2.0 PRESENTATION**

n/a

\_\_\_\_\_ Secretary and / or \_\_\_\_\_ Chairman

### 3.0 CONSENT AGENDA

The consent agenda covered the following documents:

- Approval of Board Minutes – February 17, 2021
- Receipt of Governance Committee Minutes – January 12, 2021
- Receipt of Quality Committee Minutes – December 16, 2020

**MOTION: Moyra moved to approve the February 17, 2021 Board Minutes and receive the Governance Committee Minutes of January 12, 2021 and Quality Committee Minutes of December 16, 2020. Seconded by Geoff. CARRIED**

### 4.0 BUSINESS OF THE MEETING

#### 4.1 Staff Story

The COO shared a North Peel Act Clinician story with the Board

#### 4.2 CEO Report

- SHIP closed on the Orangeville Motel yesterday despite not receiving the RHI funding
- PYV in collaboration with Peel Public Health is holding a vaccination clinic for members in the community
- The ONPHA conference is in November. The CEO will share additional information once received
- The leadership team will be carrying over an accrual of unused vacation days from 2020/21 to the 2021/22 fiscal year
- April 1<sup>st</sup> is the official transfer date for the OHT. In the interim, the LHINS will continue to provide services to the community until a formal transfer occurs. The CEO will forward communications to the Board

#### 4.3 Finance and Risk Committee Report

##### Auditors Pension Report

- A virtual meeting was held with Grant Thornton to review the SHIP Pension Plan report. This will be the last audited report for a pension plan we will be receiving as we have moved to an RRSP (self managed) plan
- The RRSP plan has to be submitted to The Financial Services Regulatory Authority of Ontario (FSRA) by the end of March 2021

**MOTION: Randy moved to approve the Auditors Pension Report as submitted by Grant Thornton. Seconded by Keith. CARRIED**

#### 4.4 Governance Update

- Discussed the evaluation of individual Board Members as part of the work plan. Board Chair to develop a template
- Discussed the process surrounding CEO performance and pay
- The Leadership team performance reviews to be completed by April 30<sup>th</sup>
- Developing a broad range Land acknowledgement for SHIP – Peter and Hubie will provide an acknowledgement to Louise
- A disclosure statement was discussed

#### 4.5 OHT (Ontario Health Team) Update

SHIP is involved in three OHT's: The Hills of Headwaters Dufferin Caledon OHT, the Brampton Etobicoke OHT and the Mississauga OHT

\_\_\_\_\_ Secretary and / or \_\_\_\_\_ Chairman

#### Dufferin Caledon OHT

- SHIP is a full member of the Hills of Headwaters Dufferin Caledon OHT. However, with the Brampton-Etobicoke and Mississauga OHT we are not full members.
- The Dufferin Caledon OHT is active in developing strategies around leadership. They meet thrice weekly and have recruited a transformation lead to assist them.
- Their areas of focus are mental health and addictions, palliative care and management of vulnerable populations in congregate settings
- Covid 19 has posed challenges to the development of the OHTs and the direction is mostly focused on IPAC testing and vaccinations

#### Brampton Etobicoke OHT

- Focused on how they will spend their funding from 2020/21 and the additional funding for 2021/22

#### Mississauga OHT

- We are partners in the Mississauga OHT (Metamorphosis)
- They are recruiting a Director for their OHT

#### Governance of OHT's

- There will be a Governance of OHT's forum on April 29<sup>th</sup> for all Governors
- A governance council that will meet four times a year is being proposed
- It will consist of Chairs from all of the partners/members
- This will be an advisory board only

#### Managed Population

- Managed populations refers to the pockets of populations requiring specific health care prioritization within geographic areas falling under the jurisdiction of an Ontario Health Team
- The respective OHT's will be physically and clinically responsible for the outcomes of these localized populations as the care is focused on what the people of that geographic area require
- For Example:
  - Dufferin Caledon OHT is focused on mental health and addictions, palliative care and management of vulnerable populations in congregate settings
  - Brampton Etobicoke OTH is focused on diabetes
  - Mississauga OHT is focused on seniors, dementia and palliative care
- The goal is to provide the necessary care to manage these populations

#### Managed Populations at Headwaters

- Headwaters is also looking at whether they should consider managed populations (target groups) within mental health and addictions, palliative care and management of vulnerable populations in congregate settings

#### 4.6 CHOICES

- The first regular Board meeting was held March 10<sup>th</sup>
- An asset driven framework that speaks to the rules of engagement for staff was approved
- A formal agreement regarding financial services was approved
- A formal agreement regarding IT and a management consulting services template was discussed
- SHIP disclosed that the Orangeville Motel was in the process of closing
- Agreed in principal to use SHIPs payroll system for employees. Choices should be aligned to this system by May 1st

\_\_\_\_\_ Secretary and / or \_\_\_\_\_ Chairman

- Choices has 2 rental properties

#### 4.7 Orangeville Motel – Approval of Construction Manager

- The property closed with a reduction of \$10,000 in the purchase price (this reduction is to cover the cost of removal of left over debris)
- SHIP has the keys to the property
- A security company is in place to monitor the property, as the building is currently vacant
- The locks to the property are being changed and all the doors and windows have been secured
- SHIP is working on zoning. A surveyor and architect will come on site to survey the property
- Dickenson and Hicks has been selected to complete the surveying for SHIP
- Dan Fish will be conducting a parking study for SHIP
- There may be another opportunity for SHIP to apply for RHI funding in late spring.
- Randy and Keith will speak to the Mayor for political support and then revisit RHI funding
- A recommendation from Dan Fish on a construction manger for the project was provided

**MOTION: Keith moved to approve the recommendation on the Construction Manager. Seconded by Moyra. CARRIED**

#### 4.8 Strategic Plan Report

- Bi-annual report summarized the activities for 20-21
- The plan comprises of 3 aims and 20 broad goals
- The plan was refreshed last April and all completed goals/projects have been removed
- Some of our projects have been deprioritized due to COVID
- For the coming year we will be looking at 6 areas in which to target strategies and develop more goals
- John recommended adding current projects to the plan – and take off some projects so that there is a balance
- Lesley to bring forward a refreshed plan for the next year to the Board

#### 4.9 Covid Update

- COO and Director or HR shared a COVID PowerPoint with the Board

### **5.0 OTHER BUSINESS**

No other business was discussed

### **6.0 INFORMATION ITEMS**

#### 6.1 Board Education Opportunities

ONPHA Conference – November 10 – 12, 2021

#### 6.2 Board Calendar

No update.

#### 6.3 Next Meeting

The date of the next Board Meeting via Teams is Wednesday, April 21, 2021.

Moyra will attend the next Town Hall on March 29<sup>th</sup> 2021

\_\_\_\_\_ Secretary and / or \_\_\_\_\_ Chairman

**7.0 ADJOURNMENT**

There being no further business brought before the Board, the meeting was adjourned at 7:45 p.m.

**MOTION: Moyra moved to adjourn the meeting. Seconded by Geoff CARRIED**

**8.0 MEETING WITHOUT MANAGEMENT – CEO**

**MOTION: Moyra moved to have a meeting without Management - CEO. Seconded by Geoff CARRIED**

**9.0 MEETING WITHOUT MANAGEMENT**

**MOTION: Moyra moved to have a meeting without Management. Seconded by Geoff CARRIED**

**10.0 ADJOURNMENT**



\_\_\_\_\_  
Louise Kindree  
Board Chair

and / or

\_\_\_\_\_  
Peter Beck  
Board Secretary

\_\_\_\_\_ Secretary and / or \_\_\_\_\_ Chairman