



Tavistock Community Health Inc.

80 Maria Street PO Box 310, Tavistock, Ontario N0B 2R0

Telephone: (519)655-2322

Fax: (519)655-3073

Thursday, May 21, 2009

1.0 Call to Order and Welcome by Ross Campbell

Ross welcomed our new board member, Sherrill Malson

1.1 Roll Call and Moment of Reflection

Present – Marcia Bender, Steve Bender, Ross Campbell, Dean Jutzi, Lois Kalbfleisch, Jim Piggott, Grace Thier, Brenda West,

Absent – Anne Gregory, Bob Quehl, Barry Ruby

Guests – Dr Paul Bartlett, Colleen Card, Lena Elzinga

Ross Campbell read short piece on “Attitude”

1.2 Approval of/Additions to Agenda

Motion made by Steve bender, seconded by Brenda West to approve, carried

1.3 Review and approval of April Minutes

Motion made by Jim Piggott, seconded by Lois Kalbfleisch to approve April minutes, carried

2.0 Staff Reports

2.1 Computers – Lena Elzinga reported that there are 24 desk top systems (excluding lap tops), that are 3 years old. The original equipment purchase was low cost and is now causing problems. The system has to be frequently up-graded and the server space is also diminishing. Muellers’ have advised that it would not be cost effective to up-grade present system, rather, new equipment should be purchased.

An inventory of all computers and storage capabilities is to be provided to the board at next meeting. This inventory list should include all serial numbers. 3 new systems have been purchased since our last meeting.

Motion made by Steve Bender, seconded by Jim Piggott that we authorize Lena Elzinga to have minimum of one system plus one monitor on the self, as back, up at all times, carried

It was agreed that the area of IT would be added to the Facilities Committee.

2.2 Nurse Manager’s Report – Joan Leeming submitted written report (attached to original minutes in minute book). This report was read in full and discussed.

2.3 Colleen Card – Colleen reported that Dr Gillette, an internist, pays \$50.00 to rent the use of an examining room for half of a day. The purchase/rental of a debit machine to be used in the clinic was discussed. Colleen also reported on the video conferencing technology that would be installed in the board room. There would be no cost to TCHI and would be used for educational purposes by clinic staff. The approximate cost to remodel the reception area is \$27,000.00. Application to be made to F.C.C. for \$25,000.00 grant for the remodelling. TCHI presently does not have a generator. A quote has been received for \$10,080.00.

Motion by Steve Bender, seconded by Brenda West, to apply for the F.C.C. grant to have reception area remodelled to be ergonomically efficient, and wheel chair accessible, carried.

Dr. Heisz must inform ministry in writing that she will no longer be part of TCHI as of August 31, 2009 to qualify us for under serviced designation.

3.0 Committee Reports

3.1 By-Law Review – No report

3.2 Communication – No report

3.3 Facilities – Steve bender reported that a new coffee maker was need for the clinic.

Motion by Jim Piggott and seconded by Marcia Bender that \$250.00 per month be available for miscellaneous purchases pending formal budget, carried.

3.4 Finance – Dean reviewed financial statement with explanations for changes

Motion by Dean Jutzi, seconded by Lois Kalbfleisch that approval be given for expenditure of \$3,204.00 covering purchase of 3 new computer systems, carried.

3.5 Liaison – Dean Jutzi reported that the Tavistock Gazette will do a profile on Dr. Caulfeild, covering his tenure in Tavistock. Dr Caulfeild that he soes not want a retirement party. Details to be discussed later. The next meeting of the Liaison Committee is slated for June 16, 2009.

3.6 Recruitment –No report

4.0 New Business – Finance Committee is asked to look at the restructuring proposal between TCHI and physicians. Steve bender proposed setting up separate Fund Raising committee.

5.0 Next Meeting – June 18th, 2009 – third Thursday of the month

6.0 Adjournment – meeting was adjourned at 6:30pm.

Ross Campbell, Chair

Grace Thier, Secretary