



Tavistock Community Health Inc.

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Thursday, October 21, 2010

Call to Order and Welcome by Ross Campbell

Ross welcomed members and guests and thanked them for being there.

1.1 Roll Call and Moment of Reflection

Present – Marcia Bender, Steve Bender, Sharyn Bennett, Ross Campbell, Deb Junker, Sherrill Malson, Jim Piggott, Clare Schlegel, Mike Sullivan, Grace Thier, Brenda West

Absent – Bob Quehl,

Guests – Dr Paul Bartlett, Joan Leeming,

2.0

3.1 Approval of/Additions to Agenda

Under New Business, add “discussion on Strategic Planning” and the Christmas party.

Motion made by Grace Thier, seconded by Brenda West, to approve Agenda , carried.

3.2 Review and approval of minutes of last meeting

Motion made by Steve Bender, seconded by Mike Sullivan to approve with corrections as discussed, carried.

3.3 Business from the Minutes

No report.

Staff Reports -

4.1 Joan Leeming – Nurse Manager

Joan reported that all the duties performed by the staff member who resigned have been absorbed by existing employees and appears to be working out very well. Morale at clinic presently is very positive.

The extra monitor purchased for the front desk staff is very much appreciated.

A medical student, Karen Weiss, is here for four weeks and is very happy to be here.

Dr Hook is working with a new resident, Marina Wang.

4.2 Colleen Card –

No report.

4.3 Dr Paul Bartlett

Dr Bartlett reports that everything seems to be working very smoothly at the clinic.

5.0 Committee Reports

5.1 AGM, Communication & By-Law -

Changes to our website have been completed.

5.2 Facilities

I.T. references received from Practice Solutions. Dr Bartlett checking out the references as to how the systems are working at other centres. It was agreed by the board to proceed with the upgrade to computer system 5.1.

New generator is to be installed at the clinic the week of October 25th.

A grant of \$2700.00 to be applied for in relation to the change to the electrical lighting system. The board will pay the difference of the accepted quote. 3 quotes were received.

2 quotes have been received for snow plowing.

Motion made by Steve Bender, seconded by Mike Sullivan, to retain Roth Renovations to continue with snow removal, carried.

5.3 Finance.

Motion made by Marcia Bender, seconded by Clare Schlegel, to approve the finance report as presented, carried.

5.4 Liaison –

No report

5.5 Recruitment

Marcia Bender advised that she would like to see the display that is taken to job fairs, updated. It was decided to set it up at the December meeting so that we can all get an idea of what changes should be made.

Marcia reported on the job fairs attended, Hamilton and London. Hamilton was very slow compared to London which was much busier. Marcia spoke with representatives of other, similar areas, at the fairs regarding their incentive programmes for attracting new physicians.

Dr Stewart responded to our correspondence and would like to meet with all three physicians to discuss his future plans.

5.6 Fund Raising – Sherrill Malson was offered a fund raising idea put out by Ford Motors Inc. aimed at charitable organizations. The board decided to offer it to the other charitable organizations in the area, as it was deemed not a suitable fundraiser for the clinic.

5.7 Human Resource Committee – No report.

6.0 New Business –

Deb Junker can now go ahead with plans for the Christmas party since she now has the names of the staff volunteers.

Strategic Planning - A meeting should be set up with staff and board members in attendance so that everyone knows what is expected of them, in what direction we are going, and whether the operation is being run as successfully as it should be.

A half day meeting was suggested, with an outside facilitator in attendance.

It was agreed that proposal for this meeting be presented to the liaison committee at the next meeting in November.

Copies of the Practice Solutions report will be made available to those board members who don't have one.

7.0 Next Meeting – Thursday, November 18th, 2010 – third Thursday of the month.

8.0 Adjournment – Meeting adjourned at 5:10pm.

Ross Campbell, Chair

Grace Thier, Secretary