

**Windsor Essex Community Health Centre (WECHC)**  
**7<sup>TH</sup> ANNUAL GENERAL MEETING (AGM) MINUTES**  
**Tuesday June 27, 2017 from 6:00 P. M. to 7:30 P.M.**  
**Leamington Site – 33 Princess Street, Suite 450 - Leamington**

**Present:** Kathryn Hengl (President), William McClounie (Vice President), Elaine Clark (Treasurer), Toni Scislawski, (Secretary), Helen Bolton, Robert Fetherston, Tina Heinrichs, John Mowat

**Staff:** Glenn Bartlett, Interim Executive Director, Patrick Brown, Director Corporate Services, Judy Ellis, Director Clinical Services Sandwich, Beth Kinnaird-Iler, Director, Clinical Practice Teen Health/Street Health, Lynn Thomson, Executive Assistant, Recorder.

**Guest Speaker:** Ms. Helen Quick, Community Health Outreach Worker, WECHC

**Quorum was achieved. Eight (8) members of eight (8) members were present.**

**PROXIES**

Proxies were available for members who could not attend the AGM in person. No proxies were received.

1. K. Hengl, President, called the meeting to order at 6:05 pm and asked members to identify any conflict of interests at this time, none were declared.

**2. Approval of the June 27, 2017 Agenda**

**Motion:** A motion was made to approve the agenda as presented.

**Moved:** W. McClounie    **Seconded:** J. Mowat    No Discussion    Carried

**3. Introduction of Eire St. Clair LHIN in Attendance**

K. Hengl thanked the ESC LHIN for their continued support and encouragement. It was acknowledged that without their support this organization would not have been able to provide the much needed services to our Vulnerable Populations. In this past year expansion of services and office in both Leamington and Pickwick were completed to address the continuing needs of the populations in these areas. Those in attendance were introduced:

- Dr. Martin Girash – Chair of ESC LHIN Board
- Dr. Mike Hoare – Vice Chair of ESC LHIN Board
- Dawn Maziak – Health System Design Manager for Mental Health and Addictions Lead

4. K. Hengl introduced the Board Members.

5. **Governance Committee Report:** Bob Fetherston, Chair Governance Committee reported that it was with regret that Angie Deneweth had tendered her resignation from the Board of Directors due to work commitments effective April 7, 2017.

R. Fetherston also reported that the Board of Directors had recruited two new Board Members to bring the Board to its full complement of eight (8).

Tina Heinrichs was elected to the Board in May 2017. She provides important representation of the Low German Speaking Community. Tina is an active member of this community and brings knowledge and insight to continue to strengthen our ties and ability to provide services to this community.

Helen Bolton was elected to the Board in June 2018. She has significant experience in project management and mitigating risk. She also serves on the LaSalle Minor Hockey Association as an Event Coordinator and will bring these skills and knowledge to the Board.

**Motion:** A motion was made to approve the Governance Committee's report.

**Moved:** T. Scislowski      **Seconded:** W. McClounie      No Discussion      Carried

6. **Notice of Meeting:** Toni Scislowski, Secretary, reported that the meeting notice and agenda were emailed to members on Monday June 12, 2018 and placed in the Windsor Star on Monday June 12, 2017 in accordance with the WE CHC Board bylaws.

7. **Report on Attendance Including any Proxies received:** Toni Scislowski, Secretary, reported that eight (8) Board members were present and no proxies were received.

8. **Approval of June 28, 2016 AGM Meeting Minutes**

**Motion:** A motion was made to approve the June 26, 2016 AGM Meeting Minutes.

**Moved:** J. Mowat      **Seconded:** B. Fetherston      No Discussion      Carried

9. **Reports**

**President's Report- K. Hengl reported**

The President's report was included in the AGM Report and was previously distributed.

**President of the Board of Directors  
2016 – 2017 Annual General Meeting Report**

Here we are again! Another year has been completed and in keeping with our last few years our organization continues to grow and thrive.

We are so thankful for the commitment and passion of our employees, our volunteers and the LHIN. This year we completed expansions of services and offices in both Leamington and at Pickwick Place to address the continuing needs of the vulnerable populations in those areas. With the infusions of refugees in the county our services were in high demand and we once again rose to the challenge. We continue to open our doors and welcome all who enter. We are so fortunate to have had the continued support and encouragement of the LHIN, without which neither of those expansion opportunities would have been completed.

The passion and commitment of our staff and volunteers has not gone unnoticed neither by the Board nor the public. On occasion I have had opportunity to speak with others in the community who are always quick to recognize those two qualities of passion and commitment in our organization and are quick to express their appreciation and gratitude for our work.

The Board continues to strive for efficiency and effectiveness and while we have management to achieve that to some extent our constant challenge has been change. Now the good part about constant change is that we are becoming really good at dealing with it and we no longer seem to panic, (*not so much anyway*), when the ball gets dropped. We always have a great "Plan B" waiting in the wings – actually we call it "Plan Dr. B" for Doctor Bartlett! We want to once again

thank him for stepping in and guiding us through our search for an Executive Director. This time we are certain we are on track to move forward!!

We are pleased that Patrick Brown has accepted the position of Executive Director and we have every confidence that he will lead us into this next growth period and in particular the development of the College Avenue site.

Additionally we wish to welcome a new Board Member from Leamington, Mrs. Tina Heinrichs who has brought with her some fresh views and perspectives from her vast community involvement in the Leamington area.

As a Board we continue to strive for that same commitment and passion that we so admire in our employees, and we remain good stewards of your great work.

Thank you for all you do!

Kathryn Hengl, President, Board of Directors

**Motion:** A motion was made to approve the President's report as presented.

**Moved:** W. McClounie      **Seconded:** J. Mowat      No Discussion      Carried

**10. Executive Director's Report- G. Bartlett reported**

The Executive Director's report was included in the AGM Report and was previously distributed.

**Executive Director's  
2016 - 2017 Annual General Meeting Report**

It has been said that the only thing constant is change. Certainly, this has been true in the life of WECHC in the past year.

- ✓ Pickwick has expanded to accommodate the Active Aging Team along with primary care.
- ✓ The freed up space at Lauzon site will be repurposed for clinic rooms.
- ✓ The ambulatory insulin pump program has migrated from Windsor Regional Hospital to the Lauzon site.
- ✓ We have approval to soon go to tender for the College Street renovations.
- ✓ Hardeep Sadra resigned during the year to accept a position in London where she lives.
- ✓ After a wide search, Patrick Brown has been selected as the Executive Director effective July 1, 2017.
- ✓ Judy Ellis, Clinical Director of Sandwich Community Health retired on March 31, 2017 after nearly 8 years of dedicated service. Kevin Webb was appointed as Clinical Director over this site in addition to the Leamington site.
- ✓ Neelu Sehgal recently joined our team as the Clinical Director for the Chronic Disease Management Teams (Diabetes Wellness, Active Aging and Self-Management) in addition to the Pickwick site.
- ✓ I have enjoyed my brief return to WECHC. The organization, with its laser focus on the Vulnerable Populations, is a gold standard for others to emulate.

Wishing you and yours only the best.

*Glenn*

Glenn Bartlett  
Interim Executive Director

**Motion:** A motion was made to approve the Executive Director's report as presented in the Annual Report.

**Moved:** T. Scislowski      **Seconded:** B. Fetherston      No Discussion      Carried

**11. Auditor's Report and the Audited Financial Statements March 31, 2017:** Elaine Clark, Treasurer, reported on the Audited Financial Statements March 31, 2017. E. Clark indicated that the Auditor's Report of the Financial Statements March 31, 2017 was presented to the Finance Committee on June 21, 2017 for their review and recommendations. Their recommendation was that the Financial Statements March 31, 2017 be accepted by the Board at their June 27, 2017 Board meeting prior to this AGM.

**Motion:** A motion was made that the Membership accept the Audited Financial Statements March 31, 2017 and summary of Auditors report as presented.

**Moved:** B. Fetherston      **Seconded:** T. Scislowski      No Discussion      Carried

**12. Appointment of the Auditors and Fixing of Remuneration of Auditors**

K. Hengl reported that the Finance & Facilities Committee met on June 21, 2017 and made a recommendation to the Board to reappoint Hyatt Lassaline LLP as WECHC Auditors for a further 3 year period from March 31, 2018 to March 31, 2020. They were original appointed following an RFP process from March 31, 2015 to March 31, 2017. The remuneration will be fixed by a recommendation from the Finance Committee to the Board.

**Motion:** A motion was made to reappoint Hyatt Lassaline LLP as WECHC Auditors for a further 3 year period from March 31, 2018 to March 31, 2020. The remuneration will be fixed by a recommendation from the Finance Committee to the Board.

**Moved:** E. Clark      **Seconded:** J. Mowat      No Discussion      Carried

**13. Ratification of the Board of Directors Actions for 2016 - 2017**

K. Hengl moved that all acts, contracts, by-laws, proceedings, appointments, referred to in the minutes of the Board of Directors of the Corporation are hereby approved, ratified and confirmed.

**Moved:** K. Hengl      **Seconded:** T. Scislowski      No Discussion      Carried

**14.** There were no by-law amendments or supplementary letters patent which need approval at this time.

**15. Invitation for Comments from ESC LHIN – M. Girash**

Dr. Girash thanked WECHC for the invitation to the AGM. He reported an expert panel was formed to examine gaps in services in Leamington area. The recommendations from the panel were put into action by WECHC with the opening of the Leamington site. Gratitude on behalf of the LHIN was extended in that WECHC will meet the needs of the population in this area.

**16.** Guest Speaker, Ms. Helen Quick, Community Health Outreach Worker, WECHC facilitated a presentation no a personal life story growing up in the Low German Speaking Community.

**17. Presentations**

**Staff Recognition** – Patrick Brown offered a few words and presented staff recognition awards.

- **25 Years:** Marion Purcell

- **20 Years:** Michelle Pittao-Meloche
- **15 Years:** Alistair Dwyer, Dawn Johnston, Shelby Warwaruk -
- **10 Years:** Julie Clark, Tania Colle, Liz Dorego-Paton, Laurie McQueen, Ellen Prestia, Jane Ray, Charlene Salmon, Dodie Wilson
- **5 Years:** Pamela Baker, Mark Halonen, Erica Lee, Stacey MacKinnon, Pat St. Pierre, Denise Vriesacker

**14. Adjournment and Refreshments followed**

K. Hengl called for a motion to adjourn the meeting at 6:30 P.M. and was moved by J. Mowat.

1.1

2

3

4