



CommunityCare
NORTHUMBERLAND

Governance Committee Meeting

<https://us02web.zoom.us/j/86437367879>

Meeting ID: 864 3736 7879

Passcode: 616251

Friday, April 4, 2025 – 9:00 am

MEETING AGENDA

Welcome	Speaker:	Document:
1. Quorum & Approval of Agenda	Jessica	Verbal
2. Approval of Previous Minutes – Feb. 14, 2025	Jessica	Attached
3. Business Arising from Minutes		
3.1 Draft Ethical Review of Research Proposals	Jessica	Attached
3.2 Risk Management Plan Update	Trish	Verbal
4. New Business		
4.1 Draft Whistle Blower Policy	Trish	Attached
5. Work Plan Items		
5.1 Review Board Orientation	Jessica	Attached
5.2 Review Board Evaluation & Assessment	Jessica	Attached
6. Policy Review		
6.1 BD-75 Code of Conduct	Jessica	Attached
BD-170 In Camera Session		
BD-180 Board Governance - Community Members		
7. Termination		

Next Regular Meeting – June 6, 2025 – 9:00 am - Virtual

Governance Committee Meeting Minutes
Zoom Meeting – Friday, Feb. 14, 2025 – 9:00 am

Present: Jessica Clarke, Jackie Gardner-Nix, Stephen Beauchamp, Trish Baird, Tina Stephens,

Regrets: Angela Grogan

Topic	Discussion	Decision/Action
1. Quorum & Approval of Agenda	There was a quorum present.	Motion by: Jackie Gardner-Nix to approve the agenda. 2 nd by: Stephen Beauchamp. Carried.
2. Approval of Minutes	2.1 Approval of Previous Minutes – Dec. 6, 2024	Motion by: Jackie Gardner-Nix to approve the minutes of Dec. 6, 2024. 2 nd by: Jessica Clarke. Carried.
3. Business Arising	<p>3.1 Hospice Accreditation Update CCN Hospice Director, Sherry Gibson, presented the Committee with an update of the current HPCO Accreditation process. Project is on track, have made great strides to incorporate previous recommendations from 2022 accreditation. A new Research Policy will be brought to the next Governance Committee for approval.</p> <p>3.1.1 – Review BD-140 HPCO Accreditation No changes suggested.</p> <p>3.2 Board Member Agreement Update Tina informed the Committee that she will be sending out the new Board Member Agreement along with the Code of Conduct and Statement of Confidentiality to be electronically signed.</p> <p>3.3 Revised BD-90 Conflict of Interest This policy was sent to the Ethicist for review and his suggestions were highlighted. Suggested to bring to the next Board meeting for discussion and awareness.</p> <p>3.4 Indigenous Training Update Trish provided some information on the Indigenous training modules. This will be brought up at the next board meeting to see if any other members have begun the training.</p>	<p>For Information Purposes</p> <p>For Discussion Purposes</p> <p>For Discussion Purposes</p> <p>Motion by: Jackie Gardner-Nix to accept the changes to the policy as suggested. 2nd by: Stephen Beauchamp. Carried.</p> <p>For Discussion Purposes</p>

<p>4. Work Plan Items</p>	<p>4.1 Succession Planning Strategy Succession planning is moving along. A Committee has been formed to look at next steps for recruitment and a work plan is being developed.</p> <p>.</p> <p>4.1.1 Review BD-65 Succession Planning Policy is good, no changes suggested.</p> <p>4.2 Review Board Skillset Document Suggested that this document be sent to the Board for completion. This will help in completing an up-to-date skills matrix. This will be added to the agenda of the next Board meeting.</p> <p>4.3 Review Risk Management Plan CMH Finance team is currently working with CEO and Senior staff to complete a Risk Management Plan. More information will be brought to Governance at the next meeting.</p>	<p>For Discussion Purposes</p> <p>For Discussion Purposes</p> <p>For Discussion Purposes</p> <p>For Discussion Purposes</p>
<p>5. Policy Review</p>	<p>Policy Review for review:</p> <ul style="list-style-type: none"> ➤ BD-20 – Board Accountability – No changes ➤ BD-165 – Policy Framework Management – No changes. 	<p>For Information Purposes.</p>
<p>Terminate</p>		<p>Motion by: Jackie to Terminate</p>

Next Regular Meeting: April 4, 2025