



CommunityCare
NORTHUMBERLAND

Governance Committee Meeting

<https://us02web.zoom.us/j/88190638454>

Meeting ID: 881 9063 8454

Passcode: 040845

Friday, Oct. 3, 2025 – 9:00 am

MEETING AGENDA

<u>Welcome</u>	<u>Speaker:</u>	<u>Document:</u>
1. Quorum & Approval of Agenda	Jessica	Verbal
2. Approval of Previous Minutes – April 4, 2025	Jessica	Attached
3. Business Arising from Minutes		
3.1 Board Assessment Results 2024/2025	Tina	Verbal
4. Work Plan Items		
4.1 Review Work Plan 2025/2026	Jessica	Attached
4.2 Review Terms of Reference	Jessica	Attached
5. Policies for Review		
5.1 BD-10 New Member Orientation.	Jessica	Attached
BD-115 Board Committees & Committee Chairs		
6. Termination		

Next Regular Meeting – Dec. 5, 2025 – 9:00 am - Virtual

Governance Committee Meeting Minutes Zoom Meeting – Friday, April 4, 2025 – 9:00 am

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

Regrets:

Topic	Discussion	Decision/Action
1. Quorum & Approval of Agenda	There was a quorum present.	Motion by: Angela Grogan to approve the agenda. 2 nd by: Jackie Gardner-Nix. Carried.
2. Approval of Minutes	2.1 Approval of Previous Minutes – Feb. 14, 2025	Motion by: Jackie Gardner-Nix to approve the minutes of Dec. 6, 2024. 2 nd by: Stephen Beauchamp. Carried.
3. Business Arising	3.1 Draft Ethical Review of Research Proposals. Director of Hospice Services asked in the previous meeting the Committee to review this policy. Suggestion to add a box to comment on a reason for refusal. 3.2 – Risk Management Plan update Trish informed the Committee that the Risk Management Plan is currently being worked on by the Senior management and the Financial Analyst from CMH.	Motion by: Jackie Gardner-Nix to accept the draft Ethical policy. 2 nd by: Angela Grogan Carried. For Information Purposes
4. New Business	4.1 Draft Whistleblower Policy Good discussion around this policy. Suggestions to add information about our Ethicist, Josh Landry, and would it be beneficial to provide some training for staff around this topic. This policy will be a work in progress. .	For Discussion Purposes
5. Work Plan Items	5.1 Review Board Orientation Suggested additions to the Orientation document would be information about contracted out financial back office and contact information for CCN Ethicist, Josh Landry. 5.2 Review Board Evaluation & Assessment Committee felt it was best to leave the Assessment as is for now, especially with the CEO retiring. Add this as an item for the next Board meeting to let the Board know this will be sent out in early May for completion.	For Information Purposes. For Discussion Purposes

<p>6. Policy Review</p>	<p>6.1 Polices for Review</p> <ul style="list-style-type: none"> ➤ BD-75 Code of Conduct – bullet around social media be added. ➤ BD-170 In Camera Session – Policy looked good. Add comment about it now being a standing item on the agenda. ➤ BD-180 Board Governance – Community Members Add a more descriptive process to this policy. 	
<p>Terminate</p>		<p>Motion by: Jackie to Terminate</p>

Next Regular Meeting: June 6, 2025