

**Board of Directors Meeting
Belleville & Quinte West Community Health Centre**

**Minutes of January 29, 2026
(Quinte West)**

Present: Bruce Maitland (Chair), Cathy Rushton, Frank Hiebert, Lisa Turik, Mary Lynne Forestell, Mike Slatter, Patricia Sukha, Spencer Hutchison, Victoria Law

Staff: Sheila Braidek, Executive Director
Dawn Connolly Dunbar (recorder), Executive Assistant

Regrets: Jen Keilty

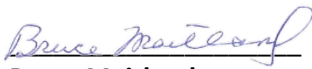
1	Call to Order AND Confirmation of Quorum Chair called the meeting to order at 5:30 PM and confirmed a quorum was present.
2	Conflict of Interest None noted
3	Land Acknowledgement Mary Lynne Forestell provided the Land Acknowledgement for January 2026. February Meeting – Jen Keilty
4	Agenda <ul style="list-style-type: none"> • Amend agenda motion date to 2026 MOTION 2026- 01-29--01 MOTION to accept the Agenda for January 29,2026. Moved by: S. Hutchison Seconded by: M. Slatter Outcome: CARRIED
5	Staff Presentation Health Promotion presented by Elaine Radway & Alyssa Ross <ul style="list-style-type: none"> • Staff informed The Board about their roles and Health Promotion at the Centre • Focus areas of Health Promotion: physical activity, mental health, skill building, and community socialization • The programs are facilitated by staff, volunteers, and other community organizations. • Health Promotion relies on volunteers, as they are crucial to our centre and our committees, currently we have 32 active volunteers

	<ul style="list-style-type: none"> • Volunteer roles categories include community outreach, administrative roles, social prescribing and community connections • The community outreach allows us to connect with people and help them participate and integrate with our programs • Volunteers are mentored by staff members, ensuring that the volunteer process is not cumbersome and try to balance the volunteers’ needs with the Centre’s needs. We engage with our volunteers and how they want to be involved with the Centre, as well as follow up to see if their needs are being met or if changes are required • Ambassador Program recent training – now has 8 Ambassadors who help with promoting the Centre and our programs. • Community engagement involves Health Promoters sitting on various boards and networks (ex. Rainbow Network HPE and Health Promoters Network of Ontario), attending community events (Pride, International Overdose awareness Day) and collaborating with other organizations to identify and address needs of the community. • Challenges? Hard sometimes to get people to participate in programs and activities. It is helpful to focus on creating a low-barrier welcoming environment that can then lead to other activities.
6	<p>Board Chair Report</p> <ul style="list-style-type: none"> • We received a small funding increase. Noted in Sheila’s report. • Reminder • Send reminders for conferences, seminars and training <p>MOTION 2026-01-29-02 MOTION to accept the Board Chair report Moved by: C. Rushton Seconded by: P. Sukha Outcome: CARRIED</p>
7	<p>Consent Items:</p> <p>MOTION 2026-01-29-03 MOTION to approve regular Board minutes of November 26, 2025 Moved by: S. Hutchinson Seconded by: F. Hiebert Outcome: Carried</p> <p>Discussion arising from Consent items:</p> <ul style="list-style-type: none"> • Arising from QARM client survey results...to what extent does our getting closer to capacity impact on / present a potential risk to client satisfaction? As we get to fuller capacity we see more pressure on all roles in the organization. Clients are having to wait longer now than they used to in order to access some services. Premature to say if the level of concern about that increased wait is simply preferential or if it is actually impacting on health outcomes. Will have to monitor utilization, impact and satisfaction in order to assess if additional supports are required. We expect this to be the case and are preparing to request more resources in primary care expansion submission in fall 2026. • Noted that next CAC meeting is on March 11. • Executive Minutes January 8, 2026

	<ul style="list-style-type: none"> • Governance Minutes January 15, 2026 • QARM Minutes January 21, 2026 <p>MOTION 2026-01-29-04 Motion to accept Committee Minutes and items Moved by: M.Slatter Seconded by: S. Hiebert Outcome: Carried</p>
	<p>Consent Matters for Discussion (if applicable) None</p>
<p>8</p>	<p>Executive Director’s Report</p> <p>Further to the Executive Director’s written report: <u>Alliance for Healthier Communities</u></p> <ul style="list-style-type: none"> • Roll back of safe consumptions sites, meeting February 11 @ 5:30p invite to Executives and Board Members • Surplus at the end of the year <p>Mayor Taskforce</p> <ul style="list-style-type: none"> • Session went well – question and answer format, spoke of Addictions, Mental Health and Homelessness. • Discussed current challenges, resource gaps, lack of intensive case management support, and social housing • How do all the present challenges interconnect and what supports do we need. • Information requested from us and requested different areas to put forth names that would be beneficial to speak with <p>MOTION 2026-01-29-05</p> <p><i>MOTION to accept the Executive Director’s report and the Board Legislative and Compliance Report</i> Moved by: F. Hiebert Seconded by: M. Slatter Outcome: CARRIED</p>
<p>9</p>	<p>Generative Discussion Strategic Planning</p> <ul style="list-style-type: none"> • Strategic Plan expires March 2026 • Executive Committee recommended reviewing a plan and develop a strategic plan for Spring 2027-March 2030 • Cycle - assess current environment, involve teams, set goals and objectives, develop action plan, implement and monitor till completion • To have joint sessions with management and the board– to set strategic direction and focus • Have the senior management team involved with Board discussions and create the strategic direction. • External consultant to assist with this process, look to other CHC or Boards, to have recommendation on reliable resources

	<ul style="list-style-type: none"> Decision made to keep Strategic Plan with the Executive committee and not create a separate committee
10	<p>Other Business</p> <p>10.1 Alliance for Healthier Communities</p> <ul style="list-style-type: none"> No update <p>10.2 Board Evaluation</p> <ul style="list-style-type: none"> Reviewed Briefing Note from Governance Committee; it was agreed upon that The Board is comfortable with due process. Susan Rogers?
11	<p>Meeting Reflection</p> <p>Staff Presentations are well received and encouraged, allows the Board to meet the employees and learn about the different sectors of the centre</p>
12	<p>Next Regular Meeting Date</p> <p>Date: February 26, 2026 Time: 5:30 PM Location: Belleville with Virtual Option</p>
13	<p>Adjournment</p> <p><i>MOTION to adjourn – M. Slatter</i></p>

BQWCHC Board Approval



Bruce Maitland
Board Chair



Mike Slatter
Board Secretary

