



THE COMMUNIQUÉ

Editor: Ann Surch

07 July 2016

No. 321

REPORT FROM THE BOARD

The regular monthly meeting of the Board of Directors was held on 17 May 2016. The Annual Meeting of the Board was held immediately before the regular meeting (see Governance Committee section).

BUSINESS ARISING FROM PREVIOUS MEETING

Ethical Policies – The following policies were approved by the Board of Directors as revised:

- Board of Directors Policy #2-a-15 re *Ethics and Mission Committee*;
- Corporate Policy #3-a-22 re *Guidelines for Medical-moral Consultations*;
- Corporate Policy #3-a-24 re *Death with Dignity*; and
- Corporate Policy #3-a-29 re *Guidelines regarding Sexual Intimacy*.

CORRESPONDENCE

Resignation Letter from Rev. Mr. Gordon Bryan – With regret, the Board of Directors accepted Rev. Mr. Bryan's resignation from the Board of Directors. Rev. Mr. Bryan served on the Board for almost 40 years, most of which as the Bishop's Nominee.

ADMINISTRATION REPORT

Mrs. Ruest's report included Catholic Health International (CHI) *Annual Accountability Report 2016* which forms part of the *Annual Report of Catholic Health Partners, Inc.* which, in turn, is sent to the Holy See; Good News Items (two letters of thanks from families of residents in Long-Term Care); Nineties Club Induction Ceremony; and Census data. Also discussed:

Attestation – In accordance with the *Broader Public Sector Accountability Act*, an *Attestation Form* and supporting schedule must be filed with the Champlain LHIN. The Board of Directors approved a motion that "Appendix C – Attestation" for 01 April 2015 to 31 March 2016 be approved for signature, as appended to Mrs. Ruest's *Administration Report*.

COMPREHENSIVE PLANNING, FINANCE AND PERSONNEL RELATIONS COMMITTEE (CPFPRC)

Management Fiduciary Statement – The *Management Fiduciary Statement for the months of March and April 2016* were approved by the Board of Directors.

Statement of Administrative Responsibility – This statement describes the roles of Administration and the Audit Committee with respect to year-end financial statements. The statement was approved by the Board of Directors and referred to the Members of the Corporation for information.

Draft Audited Financial Statements – These were presented and recommended for approval at the Annual Meeting.

Audit Findings Report – This document was approved by the CPFPRC and referred to the Board of Directors and Members of the Corporation for information.

Request for Proposal re Audit Services – The Board of Directors (Annual Meeting) recommended to the Members of the Corporation the appointment of the firm KPMG^{L^P} for a three-year contract commencing 01 April 2016.

GOVERNANCE COMMITTEE

In preparation for the Annual Meeting, the Committee made recommendations regarding appointment and reappointment of Directors including Officers (Mr. Paul Desnoyers, Chairperson and Ms. Valérie Doré, Vice-chairperson), Ex-officio Members, and changes to Board Committees. These recommendations were subsequently recommended at the Annual Meeting to the Members of the Corporation for approval. Annual reports from the Chairperson, Executive Director, and Medical Directors Dr. Patel and Dr. Foley were also presented, approved and forwarded to the Members of the Corporation.

Job Description – Executive Director – A job description for the Executive Director has been created for each operation which the Board of Directors approved (Administration Policy #4-a-164-I and #4-a-164-ii).

EDUCATIONAL OPPORTUNITIES – The Centre's Education Calendar for June 2016 and Governance educational opportunities were circulated to the Board of Directors for information.

***The next regular Board of Directors meeting is scheduled for
Tuesday, 21 June 2016 at noon in the Boardroom.***

VISIT OUR WEBSITE AT: www.sjccc.ca