

Minutes of the Policy and Board Development Committee Meeting
Monday, June 6, 2022
11:30 am

Attended by: Ramona Robins (Chair), Michelle McKenzie(Zoom), Chris Czember, Sourav Saha (CAO), Chelsy McArady (HR & Workflow Manager), Myrna Cooper (Advisor to the Board)

Regrets:

1. Call to Order

The meeting was called to order at 11:51 am by Ramona Robins

2. Approval of the Agenda

MOTION: Moved by Michelle McKenzie to approve the agenda as presented.
CARRIED

3. Approval of the Minutes

MOTION: Moved by Chris Czember to approve the minutes of the Policy and Board Development Committee Meeting on May 2, 2022. CARRIED

4. Amendments to Policies:

a. Policy A-7 Keys/Fobs

MOTION: Moved by Michelle McKenzie to recommend the revised Policy A-7 Keys/Fobs as amended to the Board for approval. CARRIED

b. Policy H-8 Hand Hygiene

MOTION: Moved by Chris Czember to recommend the revised Policy H-8 Hand Hygiene as amended to the Board for approval.
CARRIED

c. Policy P-7 Confidentiality

MOTION: Moved by Michelle McKenzie to recommend the revised Policy P-7 Confidentiality as amended to the Board for approval.
CARRIED

d. Policy P-10 Resident Abuse

MOTION: Moved by Chris Czember to recommend the revised Policy P-10 Resident Abuse as amended to the Board for approval.
CARRIED

e. Policy P-18 Employee Code of Conduct

MOTION: Moved by Michelle McKenzie to recommend the revised Policy P-18 Employee Code of Conduct to the Board for approval.
CARRIED

- f. Policy P-37 Cell Phones
MOTION: Moved by Chris Czember recommend the revised Policy P-37 Cell Phones to the Board for approval. CARRIED
- g. Policy R-6 Housekeeping
MOTION: Moved by Chris Czember to recommend the revised Policy R-6 Housekeeping to the Board for approval. CARRIED
- h. Policy R-13 Resident, Staff, Volunteer Personal Relationships
MOTION: Moved by Michelle McKenzie to recommend the revised Policy R-13 Resident, Staff, Volunteer Personal Relationships to the Board for approval. CARRIED
- i. Policy R-20 Pets
MOTION: Moved by Chris Czember to recommend the revised Policy R-20 Pets as amended to the Board for approval. CARRIED
- j. Policy R-47 Allergies
MOTION: Moved by Michelle McKenzie to recommend the revised Policy R-47 Allergies as amended to the Board for approval. CARRIED

5. New Policies:

- a. Policy P-42 Staff Social Fund
MOTION: Moved by Michelle McKenzie to recommend the new Policy P-42 Staff Social Fund to the Board for approval. CARRIED
- b. Policy R-62 Use of Small Microwaves
MOTION: Moved by Michelle McKenzie to recommend the new Policy R-62 Use of Small Microwaves to the Board for discussion. CARRIED

6. Bylaws:

- a. Old Bylaws
- b. New Bylaws Draft- tabled

7. Date for the next meeting

The date for the next meeting will be July 18th, 2022 @ 11:30 am

8. Adjournment

The meeting was adjourned at 12:51 pm.

Minutes by Chelsy McArady, June 6, 2022