

**Minutes of the
Policy and Board Development Committee Meeting
Wednesday September 13, 2023
11:30 am**

Attended by: Ramona Robins(Chair),Michelle McKenzie, Chris Czember, Sourav Saha (CAO), Chelsy McArady (HR & Workflow Manager)

Regrets:

1. Call to Order

The meeting was called to order at 11:36 am.

2. Approval of the Agenda

MOTION: Moved by Chris Czember to approve the agenda as presented. CARRIED

3. Approval of the Minutes

MOTION: Moved by Michelle McKenzie to approve the minutes of the Policy and Board Development Committee Meeting on June 5th ,2023 as presented. CARRIED

4. Amendments to Policies:

a. Policy H-2 Emergency Preparedness Plan

MOTION: Moved by Chris Czember to recommend the revised H-2 Emergency Preparedness Plan as amended to the Board for approval. CARRIED

b. Policy P-4 Occupational Health and Safety Committee and Workplace Representatives MOTION: Moved by Michelle McKenzie to recommend the revised H-4 Occupational Health and Safety Committee and Workplace Representatives as amended to the Board for approval . CARRIED

c. Policy H-6 Safety Inspections MOTION: Moved by Chris Czember to recommend the revised R-H-6 Safety Inspections as amended to the Board for approval. CARRIED

d. Policy P-10 Resident Abuse and Neglect

MOTION: Moved by Michelle McKenzie to recommend the revised P-10 Resident Abuse and Neglect be referred back for clarification. CARRIED

e. Policy R-59 Quality improvement

MOTION: Moved by Chris Czember to recommend the R-59 Quality Improvement as amended to the Board for approval. CARRIED

c. New Policies:

- a. Policy H-5 Certified First Aiders
MOTION: Moved by Michelle McKenzie to recommend the new H-5 Certified First Aiders as amended to the Board for approval. CARRIED

- b. Policy H-15 Transportation of Residents
MOTION: Moved by Chris Czember recommend the new H-15 Transportation of Residents as amended to the Board for approval. CARRIED

- c. Policy H-16 Transport of Dangerous Goods
MOTION: Moved by Michelle McKenzie recommend the new H-16 Transport of Dangerous Goods as amended to the Board for approval. CARRIED

- d. Policy R-12 Nurse Bell and Call Bell Training
MOTION: Moved by Chris Czember recommend the new H-16 Transport of Dangerous Goods as amended to the Board for approval. CARRIED

- e. Policy R-16 Critical Incidents
MOTION: Moved by Michelle McKenzie recommend the new R-16 Critical Incidents as amended to the Board for approval. CARRIED

- f. Policy R-22 Person-Centered Residential Services
MOTION: Moved by Chris Czember recommend the new R-22 Person-Centered Residential Services as amended to the Board for approval. CARRIED

d. Date for the next meeting

The date for the next meeting will be October 5th ,2023 @ 11:30 am.

e. Adjournment

The meeting was adjourned @ 12:47 pm.

Minutes by Chelsy McArady, September 15th , 2023