

**Minutes of the
Policy and Board Development Committee Meeting
Monday February 5th , 2024
11:30 am**

Attended by: Michelle McKenzie, Chris Czember (phone), Linnsie Clark, Sourav Saha (CAO), Chelsy McArady (HR & Workflow Manager)

Regrets:

1. Call to Order

The meeting was called to order at 12:00 pm.

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 January 8th ,2024 as presented. CARRIED

4. New Policies:

a. Policy A-9 Accessibility

MOTION: Moved by Michelle McKenzie to recommend the new A-9 Accessibility back to the administration to make amendments as discussed. CARRIED

b. Policy A-10 Scope of Persons Served

MOTION: Moved by Chris Czember to recommend the new A-10 Scope of Persons Served to the Board with amendments as discussed. CARRIED

c. Policy A-11 Equal Opportunity and Code of Ethics

MOTION: Moved by Michelle McKenzie to recommend the new A-11 Equal Opportunity and Code of Ethics to the Board with amendments as discussed. CARRIED

d. Policy A-12 Legal Requirements

MOTION: Moved by Chris Czember to recommend the new A-12 Legal Requirements to the Board with amendments as discussed. CARRIED

e. P-15 Access to Resident Information

MOTION: Moved by Michelle McKenzie to recommend the new P-15 Access to Resident Information to the Board with amendments as discussed. CARRIED

- f. R-12 Rights of Persons Served
MOTION: Moved by Chris Czember to recommend the new R-12 Rights of Persons Served to the Board with amendments as discussed.
CARRIED

- g. R-26 Management of PRN Medications
MOTION: Moved by Michelle McKenzie to recommend the new R-26 Management of PRN Medications to the Board with amendments as discussed. CARRIED

- h. R-28 MAP-Abbreviations
MOTION: Moved by Chris Czember to recommend the new R-28 MAP-Abbreviations to the Board with amendments as discussed.
CARRIED

5. Amendments to Policies

- a. P-3 Criminal Record Check
MOTION: Moved by Michelle McKenzie to recommend the revised P-3 Criminal Record Check as amended to the Board for approval. CARRIED

- b. P-39 LOA for Employees without COVID Vaccination
MOTION: Moved by Chris Czember to recommend P-39 LOA Employees without COVID Vaccination to the Board for decision.
CARRIED

- c. Policy P-40 Mandatory Immunizations for COVID-19
MOTION: Moved by Chris Czember to recommend P-40 Mandatory Immunizations for COVID-19 to the Board for decision.
CARRIED

- d. Policy P-41 Stat Holidays
MOTION: Moved by Michelle McKenzie to recommend the revised P-41 Stat Holidays to the Board for approval. CARRIED

6. Date for the next meeting

The date for the next meeting will be March 7th, 2024 @ 11:30 am.

7. Adjournment

The meeting was adjourned @ 1:00 pm.

Minutes by Chelsy McArady, February 5th, 2024