



north simcoe  
family health team

## Board of Directors Minutes

### *Meeting Attendees:*

Andrew Shantz (Secretary), Dr. Mark Grundmanis (Chair), Jennifer Crawford, Deiren Masterson, Dr. Herman Jilesen, Dr. Hanni Darwish, Valerie March, Kathi Helt

*Regrets:* Samantha Townes, Brian Alves,

Thursday, March 27, 2025

### **Welcome & Introductions**

The March meeting of the Board of Directors of the North Simcoe Family Health Team was called to order on March 27<sup>th</sup>, 2025 at 5:06 pm, held in-person at 619 Prospect Blvd., Midland and virtually. The agenda was motioned for approval by J. Crawford and seconded by H. Jilesen. The minutes from the December 18<sup>th</sup>, 2024 meeting were presented and was motioned for acceptance by J. Crawford and seconded by H. Jilesen. No changes or additions were requested, all in favor.

### **Operations & Staff Update**

The Executive Director with the Clinical Director provided an update related to staffing changes within the FHT and the hiring plan. K. Helt shared program related changes and the implementation of the Clinical Coordinator within the team. A detailed overview of the 2025/26 Quality Improvement Plan was led by K. Helt. A motion was made by J. Crawford to accept the QIP, seconded by H. Jilesen. A financial update was provided by A. Shantz, a discussion related to the budget for 2025/26 took place. Information was shared related to the budget and audit process. The Annual Operating Plan has not been shared with the NSFHT at the time of the meeting. Highlights related to the NSOHT were shared.

### **In Camera**

Not required

### **Physician Lead Update**

Dr. Darwish provided an update related to the work the PCN has completed and shared information related to physician recruitment.

### **Chairperson of the Board**

A summary of the meetings events was provided and goals related to the Board and FHT moving forward for 2025/26 were detailed. A Skills Matrix will be shared with the Directors and the recruitment of new Directors will enter a planning stage.



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**Next Meeting: June 2025**

The meeting concluded at 7:28 pm, M. Grundmanis motioned to close the meeting with H. Jilesen seconding, all in favor.

M. Grundmanis  
Chair

Andrew Shantz  
Secretary