



2017 PAN Fall Conference - AGM

Wednesday October 25, 2017

DRAFT MINUTES

Co-Chairs: Jesse Brown, PAN Board Co-Chair (Vancouver Coastal Health region rep)
Katrina Jensen, PAN Board Co-Chair (Island Health region rep)

Minutes: Madie Eirikson, Contractor
Kindra Breau, PAN Board Secretary (Fraser Health region rep)

Timekeeper: Simon Goff, PAN staff

1) Welcome & Call to Order

Meeting called to order by Katrina Jensen

2) Introductions

- Co-Chairs: Jesse Brown, PAN Board Co-Chair (Vancouver Coastal Health region rep) & Katrina Jensen, PAN Board Co-Chair (Island Health region rep)
- Time-Keeper: Simon Goff
- Minute-takers: Kindra Breau, PAN Board Secretary (Fraser Health region rep) & Madie Eirikson, Contractor

3) Housekeeping Items

Each organization gets one vote.

4) Determination of Quorum

Quorum announced by Katrina.

5) Review and Adoption of 2017 AGM Draft Agenda

Attachment: 2017 Draft AGM Agenda

Move to adopt agenda: Kari Hackett / Seconded by: Bob Hughes.
All in favour, motion carried.

6) Review and Adoption of 2016 AGM Draft Minutes

Attachment: 2016 Draft AGM Minutes (October 25, 2016)

Move to adopt 2016 *Draft* AGM minutes: Neil Self / Seconded by: Antonio Marante
All in favour, motion carried.

7) Report Back on 2017 Forum

Presented by: Jesse Brown

- Great conversations happened at the Forum regarding new priorities for PAN. Suggestions raised included: supporting the variety of people living with HIV (especially in the context of system stressors of the opioid crisis) and PAN supporting member agencies with delegates attending the Forum.
- Was not able to come up with a priority to present. Discussion notes will be distributed and discussed by forum electronically and a vote taken at a later time.

8) Report back on 2017 ED Summit

Moderated by: Katrina Jensen

Main topics of conversation:

1. Funding and sustainability. Due to reallocation of funds, \$1.4 million of ongoing support services for PLHIV were not renewed by PHAC as part of the CAF funding call – those organizations previously funded by PHAC that were not successful in the CAF, are being provided with 1 year “transition funds” to March 31, 2018. There is a need for continued pressure and advocacy at provincial and federal level. PAN will follow up with federal government to inquire about the \$30 million funding promised previously by former Minister Philpott to support front line HIV and HCV related work in Canada.
2. Overdose Crisis. Reminding policy makers that interventions may need to look different in rural and remote areas. We also need to keep a focus on HCV and HIV concerns and make sure they are addressed within this crisis. Focus on overdose deaths; we need to remember that there are long-term health implications of overdoses that do not end in death. Not losing sight of poly-drug users and other substances e.g. crystal meth. Our collective response should not be focussed solely on opioids. Peers being primary support for trauma and that they need to be supported in this crisis. Importance of building relationships with other sectors.
3. Access to PrEP. CBRC is taking a lead advocacy role on this in BC. PAN and PAN member organizations are working actively to support these efforts.

9) Draft Financial Statements

Attachment: Draft PAN Financial Statements (March 31, 2017)

Katrina Jensen (Standing in for Clare MacDonald, PAN Board Treasurer Interior Health region) & Mahmoud Virani Inc., chartered accountant
Presentation of the Audited Financial Statements for FYE March 31st, 2017

Questions:

- (Chad Dickie, VIHA) please tell us what is the “Basis for Qualified Option” – found on p.2 of the statements?

- (Mahmoud) It refers to a limitation that all charities that derive revenue from donations and fundraising have, in terms of audit verification.
- In expenses, Positive Leadership Development Institute (PLDI) reduced. Speak to that?
 - (Evin) It's lower compared to 2016 because of one-off funding from Interior Health Authority (IHA) to support a PLDI Core training in that region. In FY 2017 we did not receive such funding from IHA. Happy to say that in the current fiscal 2018, we are once again receiving funds from IHA to do a Core Training (Vernon).

Motion to Review and Approval of the Draft Audited Financial Statements for FYE March 31st, 2017: Bob Hughes/ Seconded by: Antonio Marante.
All in favour, motion carried.

10) Motion to Appoint Auditor (FY 2018 -Mahmoud Virani Inc.)

Moved by: Neil Self / Seconded by: Chad Dickie.
All in favour, motion carried.

Bob Hughes: has PAN considered doing a call for proposals to ensure we are getting a competitive rate, etc.?

Katrina: the PAN Board will discuss the possibility of doing such a solicitation to explore the desirability of bringing on a different auditor for future years.

11) Report from Board Co-Chairs & Introduction of Current Board Members

Attachment: PAN Annual Report 2016-17

- Thank you to all who contributed to PAN! (Page 15)
- Thank you to Stacy LeBlanc and Janice Duddy.
- Thank you Executive Director, Jennifer Evin Jones.
- On behalf of the board, thank you all! You have continued to provide excellent services despite challenging circumstances and changes in funding.

12) PAN Governance Update

Attachment: Governance Update Presentation

Presented by: Jesse Brown

Background and timeline

- Strategic Plan 2013 – PAN Expanded its mission to include HCV & other related diseases and conditions.
 - As part of Strategic Plan 2013-2018, PAN expanded our mission to include HCV and other related diseases and conditions. We need changes to our governance structure to reflect this.
 - Our approach is one that honours our HIV legacy and greatly values the role of people living with HIV and the GIPA and MIPA principles. At the same time, Nothing About Us, Without Us principles apply to other folks as well, such as people living with substance use issues

and HCV. Therefore we need to look at how to involve other people and groups, in our governance structures.

- The Member and Stakeholder Survey from 2015 (67 responses) responded largely in favour (88%) to the statement “I feel PAN does a good job adhering to GIPA/ MIPA”. Fewer were in agreement (64%) with the statement “I feel the composition of PAN Board is reflective of PAN’s expanded vision,” and 17% disagree with this statement, indicating it is definitely time to address the issue.
- Results from the Member and Stakeholder Survey 2016 were very similar.
- Fall Conference 2016 - First presentation of options concerning Board Composition and Membership Criteria.
- Subsequent creation of Governance Changes Workplan.
- July 2017 - Drafting of major change areas for review by staff and board.
- Sept 2017 - Board passed motion to move forwards with proposing 3 major change areas:
 1. Board Composition – a more inclusive leadership;
 2. Membership criteria and classes – one inclusive, voting membership;
 3. PLHIV Forum – including more people with lived experience in direction setting and choosing leaders.

Proposed Changes in Red

	Current Situation	Proposed changes for 2018 AGM
Board Composition	12 seats: <ul style="list-style-type: none"> • 6 designated for PHA, elected at Forum: <ul style="list-style-type: none"> ○ 1 per Health Authority region* (=5) ○ 1 for PHSA-funded organizations • 6 open, elected at AGM: <ul style="list-style-type: none"> ○ 1 per Health Authority region* (=5) ○ 1 for PHSA-funded organizations 	12 Seats: <ul style="list-style-type: none"> • 6 designated for People with lived experience of HIV and/or HCV elected at Forum or AGM • 6 Open Seats, elected at AGM • Ensure 12 seats are comprised of: <ul style="list-style-type: none"> ○ 1 per Health Authority region* (=5) ○ 1 for PHSA-funded organizations ○ 1 for FNHA-funded organizations ○ 5 regionally non-specific
Membership	2 classes (full/voting, associate/non-voting) <ul style="list-style-type: none"> • Applications voted on by membership based on criteria (HIV or HIV/HCV co-infection) 	1 class of voting membership <ul style="list-style-type: none"> • Applications voted on by membership based on criteria (HIV and/or HCV) • Recommended by Board (HIV and/or HCV, as of June 2017)

	<ul style="list-style-type: none"> Recommended by Board (HIV and/or HCV, as of June 2017) 	
Forum	<p>HIV+ Forum precedes AGM</p> <ul style="list-style-type: none"> Attended by 1 self-disclosed PHA from each member organization. 	<p>Changing the Forum (or creating a new one) to include People with lived experience of HCV.</p> <ul style="list-style-type: none"> Attended by 1 self-disclosed People with lived experience of HIV and/or HCV from each member organization.

** Representing an organization primarily funded by that Health Authority, or, if not funded by a HA, then located there.*

Rationale for:

- Modified Board Composition (FNHA inclusion)** – Organizations primarily funded by the First Nations Health Authority do not have a designated seat (s). Given the impacts of HIV, HCV, mental health, substance use and other conditions on Indigenous individuals and communities, it is important to consider designating space for the Indigenous voice. While some Board member may represent a regional Aboriginal view, FNHA can provide a consistent provincial perspective.
- Modified Board Composition AND changing the Forum (HCV inclusion)** - There is no representation for people with lived experience with HCV or other key populations. Because of PAN’s expanded mandate, this is a gap. Although some people may be representative of HCV, members can change over time and designated seat(s) for HCV will ensure continuity of inclusion. Because the Forum is a leadership group that not only helps to set direction but also elects board members, we cannot change the board composition without changing the Forum. Right now, the PLHIV Forum models a safe space for people with lived experience, generating priority areas for action and electing Board members. We would like Forum members to explore options about how to include people with lived experience of HCV and related conditions.
- ONE voting class of Membership (HCV inclusion and voice)** – Presently in the bylaws, there is no vote for organizations focusing on addressing HCV (mono-infection). Because of PAN’s expanded mandate, this is a gap and it challenges inclusion of groups that may have meaningful input (as per NAUWU principles).

Next steps:

- Consult members (Members & Stakeholders survey 2017), review bylaws for omissions, rewrite bylaws with an eye to these changes and the BC’s new Society’s Act, and redesign board member election process.

Questions from the floor:

- (Chad Dickie) A person that is HCV mono-infected could be a member of PAN (ed. – Note only agencies can be members). I’m concerned that HIV could get lost in the midst of everything else despite still being an issue. Answer:

(Jesse Brown) I think that you might be concerned about the effects of PLHCV attending the Forum, and whether that might dilute HIV interests. We will not be changing the Forum (or adding another) without consulting members and PLHIV for their ideas. We will also be working with member agencies to ensure the work they're doing is still inclusive and respectful of those living with HIV.

- (Deb Schmitz) Has there been conversation around changing PAN's name to reflect the changes? Answer: (Jesse) Yes and conversation will continue.
- (Deb Schmitz) Appreciates PAN's thoughtfulness about this. Is there someone who could be a part of the process who has HCV? Answer: (Jesse) All members, including those representing PLHCV, are part of the process.

13) Motion to accept Board Co-Chairs' Report (items 11 and 12)

Moved by: Antonio Marante / Seconded by: Candice Berry.

All in favour, motion carried.

14) Annual Report from Executive Director

Attachment: PAN Annual Report 2016-17

Presented by: Jennifer Evan Jones

- Members and stakeholder survey: we ask that you participate in these types of vehicles. Please give us your thoughtful feedback.
- With regard to shifting to include PLHCV experience in PAN's membership - we don't want to take away things from people, HIV will always be an important legacy for our organization, but rather discuss what's a thoughtful way we can invite other people to the table.

Upcoming:

- Looking at where our work aligns with the call to action around the Truth and Reconciliation Commission.
- Will be developing a new PAN 5-year strategic plan (2019 – 2024)
- There's going to be a lot on our plate this next year! Making it even more important to hear back from you.

Thank you to the PAN staff team: Stacy LeBlanc, Janice Duddy, Jaydee Cossar, Heather Picotte, Heather Holroyd, Janet Madsen, Simon Goff, Mona Lee, Chandra Chinatambi, Tabitha Steager, Paul Kerber.

- Thank you to PAN Board of Directors: Jesse Brown, Katrina Jensen, Kindra Breau, Antonio Marante, Melanie Monds, Clare MacDonald, Patience Magagula, Monique Desroches, Dale Northcott, and Kim Stacey.

Thank you members!! We are all challenged to be dedicated, to persevere, work with what we have, where we have it and make the most of it.

15) Motion to accept 2016-2017 Annual Report & Executive Director's Report

Moved by: Kari Hackett / Seconded by: Antonio Marante.

All in favour, motion carried.

16) New PAN Member Applications & BoD Recommendations

Attachment: PAN Membership Applications (7)

Moderated by: Katrina Jensen

New Members for Consideration:

HepCBC (Representative: Rosemary Plummer)

- Application sponsored by: Deb Schmitz.
- We hope to become active members sharing in both directions between the HIV/AIDS community and HCV.
- Offices in Victoria and Vancouver provide education, support and advocacy.

Fort Nelson Aboriginal Friendship Society

- Application sponsored by: Vanessa West.
- Not able to attend AGM.
- Their mandate is to provide services to all people, promoting unity and health in the rural and urban areas in a collaborative effort to address the needs of Aboriginal and non-Aboriginal people.

Progressive Intercultural Community Services (PICS)

- Application sponsored by: Sara Chown.
- Not able to attend AGM.
- Provides a broad spectrum of programs and services, which includes Employment Programs, Settlement Services, Language Services, Social Programs and Housing Services. Our services assist new immigrants, seniors, farm workers, women and youth.

Southside Health & Wellness Centre (Representative: Aileen Searle)

- Application sponsored by: Melanie Monds.
- Primarily nurse-run and nurse-led. The main focus is working with the young around prevention; they also support a small community of positive folk.

SARA (Representative: Monika Verma)

- Application sponsored by: Kari Hackett.
- Drop-in center, STOP HIV work, two transition homes, counselling department, thrift shop, and largest housing stock for women and children in Abbotsford and Mission.

North Coast Transition Society

- Application sponsored by: Vanessa West.
- Not able to attend AGM.
- Committed to addressing family violence, providing safe refuge, advocacy and advice. Empowering women and children.

Question: (Chad Dickie) Have we invited the Canadian Liver Foundation, BC Liver Foundation? Answer: (Katrina Jensen) No, but would be happy to receive an application.

Board has reviewed applications and is recommending that they be accepted as full members.

17) Motion(s) regarding PAN Member Applications

Motion to move Pacific Hepatitis C Network to full membership (from associate).

Moved by: Kira Haug / Seconded by: Chad Dickie.

All in favour: motion carried.

Motion to accept new members:

- HepCBC
- Fort Nelson Aboriginal Friendship Society
- Progressive Intercultural Community Services (PICS)
- Southside Health & Wellness Centre
- SARA
- North Coast Transition Society

Moved by: Gary Dalton/ Seconded by: Kindra Breau.

All in favour, motion carried.

18) Announcement of Election results from the Forum and Election of Open Seats to the PAN Board

Announcement from Forum as to election results for (potentially) Five Designated PLHIV Seats (Fraser, Interior, Northern, Vancouver Coastal, Provincial Health Services Authority):

- Aaron Jackson (Interior)
- Patience Magagula (Fraser) (incumbent)
- Jesse Brown (Vancouver Coastal Health) (incumbent)

Note: Northern and PHSA seats are vacant, and may be filled by the board over the course of the year by appointment.

One Open Seat application (out of two vacancies) was received from:

- Kira Haug from ASK Wellness (Interior) - elected by acclamation.

Note: no application was received from agencies primarily funded by the PHSA, and this seat remains vacant.

Brief remarks from each person, except Patience who had given her regrets, elected to PAN BOD (at both Forum and AGM).

Motion to accept new Board of Directors – Open and Designated PLHIV Seats.

Moved by: Chad Dickie / Seconded by: Antonio Marante.

All in favour, motion carried.

19) Special acknowledgements and thanks

- Mary Jackson (Dec 2010-Oct 2016): PAN Board Member
- Clare MacDonald (Sept 2012-2017): PAN Board Member, Board Exec.
- Monique Desroches (Oct 2013-2017): PAN Board Member

- Dale Northcott (Oct 2015-2017): PAN Board Member
- Susan Dann (2009–2016): PLDI Evaluator, received a PLDI Honorary Graduate Certificate

20) Close Meeting

Move to close meeting: Gary Dalton / Seconded by: John Cameron.
All in favour, motion carried.