



Fall 2011

Draft Minutes

Annual General Meeting

Date & Time:

Tuesday, September 13th, 2011 from 10:45 am to 12 noon

Location:

Vancouver Airport Marriott Hotel, Richmond, BC

*Co-Chairs: Ken Buchanan, PAN Board member (PHSA region rep)
Marcie Summers, PAN Board Chair (PHSA region rep)
Darren Lauscher, PAN Board Vice-Chair (VCH region rep)*

Timekeeper: Chris MacKenzie, PAN Board Member (interior region)

1. Welcome & Call to Order: Marcie

2. Introductions – of Co-Chairs (Ken, Marcie, Darren), Minute-taker (Chris) & all remaining PAN BOD members (James, Andrew, Gay-lene, Chuck, Jesse, Mary, Hesham (elected 2011)): Marcie

I think it's pretty exciting to have such a large board sitting here. I want to thank everyone who served last year.

3. Housekeeping Items: Marcie

We need people to second motions. Please use Microphones.

4. Determination of Quorum (30% of PAN member organizations): Marcie

There are over 30% of full voting members represented in the room. Quorum is confirmed.

5. Review and Adoption of AGM Agenda (Motion): Ken

Ken – The agenda has been circulated. Is there somebody to move the agenda?

Moved: Darren Lauscher, McLaren Housing. Second: Ed Steele, VIPWA. Carried.

6. Review and Adoption of Minutes from 2010 AGM (Motion): Ken

The minutes from last year's meeting have also been circulated. Hardcopies are online. Any errors, admissions, corrections to those minutes? No hands once again. Somebody willing to move?

Moved: Hesham Ali, South Fraser Community Services Society-Positive Haven. Second: Claudette Cardinal, Red Road HIV/AIDS Network. All in favour? Opposed? Abstentions? 5. Carried.

7. Report back from 2011 PHA Forum: Chris

So at the Forum this morning we had 18 people. We broke into three small groups for generating our list of priorities. We came up with our usual long shopping list that included:

- Cultural Sensitivity. We're a very diverse province. We need to deal with that.
- Mental Health came up. In relation to Van PD, about money spend on issues.
- Teleconferencing. Distances to see Doctor.
- Social Services Cutbacks.
- Medical travel.
- On-Site Testing.
- Doctor/Patient relationships.
- Aging.

After long discussion, Forum reached consensus on our priority– we would like to have a link to resources available online. If you need information pertaining to the South Asian communities for instance – what agencies deal with that? Housing – what agencies address that? Our final decision, if PAN can come up with that online tool and work with our Provincial & National partners as well.

Report back from 2011 ED Summit: Bob

So first my Task is to report on the ED summit. What struck for me and others was the recognition and growing credibility of PAN in all sorts of circles. Another + thing...the voice of the North - something that three or four years ago didn't exist at the PAN table. There's much strong representation across the province now.

Our discussions largely focused on the STOP Pilot Projects. Including discussions about what was really happening on the ground. There's a lack of communication on what is happening, and implementation on the community level is touch and go. Lots of concerns about how STOP is unrolling, including ethics, increased medicalization of HIV, sustainability questions and evaluation.

The summit was good, again strong representation from all regions, guests in the room – taking good information away.

8. Financial Statements: Bob Hughes, PAN Board Treasurer (Interior region); Jennifer Evin Jones, PAN ED and mahmoud virani inc., chartered accountant

a) Presentation of the Audited Financial Statements for FYE March 31st, 2011 followed by Q & A

Bob - Treasurer: We have the first page of financial statement. It's fairly self-explanatory. Page 2 is important in a board of director perspective. We ask ourselves, what would happen in a fire sale? If all funding for PAN collapsed and as an organization we had to pay out all liabilities. If you didn't have enough money you might as well call yourself insolvent.

We have assets of \$138,000, and liabilities of only \$54,000. PAN now has unrestricted net assets of \$83,000. I think it's really important to point out in the event of a disaster that we could solve our issues, and complete obligations to funding sources. I think it's important organisationally and financially. I asked Evin, our executive director, how long would the funding last if we had to dissolve or try to continue on with operations without additional funds? Particularly given that we now have an office working in the community, higher staff levels, etc. These are strong risks. Presently PAN has a cushion of 3 months of operations.

The other piece is to recognise where our money comes from. Evin has realized expanded funding from both PHSA and PHAC ACAP. Ongoing partnerships with OAN, CATIE for the fall meetings. Great work.

Board is also feeling good about private funding raising - quite high. Thanks to Donna Tennant our Fund Development consultant for her work last year.

When I look at finances I see a very strong budget, resourcing and management. Evin is a strong leader and financially diligent. The figures are all very close to what was budgeted, and what the board agreed to.

Mahmoud - Auditor: Bob thank you for that presentation of the statements. It explains everything I wanted to say as well. I would like to congratulate the organisation for an excellent year. Last year a \$37,000 deficit, now a surplus of \$33,000. Fundraising revenue was high, government grants solid. Good for the organisation.

You are in a healthy position. Funds to carry debts, and in an emergency to carry on. Unrestricted net assets of \$83,000. It's good to have some money aside. It's prudent financial management.

Most important page is the auditor's report. Page 1. Based on findings. It says that IMO there is nothing us to cause us to believe that these statements are not accurate. Giving PAN a financially healthy and clean bill of health. We didn't come across to cause is to believe otherwise. Any questions I'd be happy to answer them? Thanks.

b) Review and Approval of the Audited Financial Statements for FYE March 31st, 2011 (Motion): Ken

Moved: Ken Buchanan, Positive Living BC. Second: Claudette Cardinal, Red Road HIV/AIDS Network. Carried.

Ken – Motion moved and seconded. All those in favour? Against? Abstention? Motions to appoint 2011-12. Move for Mahmoud. Seconded, opposed, abstentions, carried. And now

9. Appointment of Auditor, mahmoud virani inc. (Motion): Ken

Moved: Bob Hughes, ASK Wellness Centre. Second: Ken Buchanan, Positive Living BC. Carried.

10. Report from Board Chair– Including thanks to exiting members: Marcie

As stated it's been an amazing year, new staff, office for the first time. 100% representation from the board, particularly from the north. This is great. We met face to face last Feb; we had a good mtg and some team building. We also had for the first time, executive meeting.

Want to acknowledge work that's been done. Membership policy for full and associate members. Renewal for existing, and new members. Want to thank Darren, BOD Vice-Chair for his work on the STOP initiative as a volunteer. Also as a collaborator on the Positive Living Positive Homes CBR Study, and the Quarterly CBR in BC meetings – the face of PAN.

Ken – thank you for your work on the PLDI Steering committee. Ken sits on the selection committee for the trainings, works closely with trainers Kath Seguin and Kath Webster, in developing the PHA Leadership training here in BC.

Bob – Has been our Treasurer for 2 years. Now leaving the board. We could rely on Bob to bring up the important and at times difficult issues. Has the voice of caution, and reasonable. And fun. Please come up and take a token of appreciation.

The PAN staff has grown quite a bit. I want to acknowledge Evin for shepherding growth. Sometimes adding staff quickly can throw an organisation off course, but not here. Also welcome Heidi and Sarah as newest staff members. I'm looking forward to a wonderful year.

11. Motion to accept Board Chair's Report: Ken

Motion: Monique Desroches, Positive Women's Network. Seconded Ed Steele, VIPWA. Carries.

12. Annual Report from Executive Director: Jennifer Evin Jones

One of the great things about being PAN's Executive Director is that each year I get to stand before you at the Annual General meeting and have the opportunity to toot PAN's collective horn somewhat. This means too that I make some time to reflect and then I try to drill down and articulate to you (in 10 minutes, more or less) the pieces that I hope will be meaningful for all of you to hear.

So looking back upon this last year. Well it was yet again a very busy one at PAN and we realized many milestones and accomplishments. Most of these, you can read about in our Annual Report, and some of those we all talked about already earlier this morning either during the ED Summit or the PHA Forum – but I do just want to touch on a few of the highlights.

PAN now has a staffing contingent of four employees. Well, at least until the end of this fiscal (tee hee) -so while there is certainly that quality of impermanence to it all given the ever changing and/or uncertain funding situation that I know all of you in this room can relate to – but still I think the facticity and present day reality of four employees is a thing to celebrate. I think it is a sign that the work PAN is doing is being recognized as valid, as important and as necessary. AND so, then, by virtue of the fact that this network exists to serve the needs and interests of you, the membership- by virtue of that, this means that the work you are doing on the front lines is also being recognized as valid, as important and as necessary– which of course it is.

It can never be overstated, the importance of community-based organizations and the work that is being done at PAN member agencies, organizations and projects- in every part and corner of BC. And it is both our privilege and our duty at PAN, to try to work as best we can and make the most of what we do have and the opportunities and resources that we have been entrusted to us, to support you and your work.

And that is what we have been doing this past year – whether that be providing workforce development events - this past year particularly with Volunteer Managers and Front line Educators; tele-learning sessions on the latest epi-data; leadership training development events for PHAs many of whom are in the room here today; timely delivery of information across our network and with a host of allied organizations; creating opportunities for all of us to come together and meet face-to-face; and sitting at various government and policy tables, advocating for adequate resourcing of and authentic engagement with the community-based response. This is what PAN does – provides you the membership hopefully with more tools for your tool kit to do the amazing work that you do.

And along with that there is a strong commitment to be self-reflexive as we move forward with this work to try and ensure that as I said, we are doing the best job possible for you and the communities that you are all supporting.

The second highlight or theme I want to touch upon about this past year, I will preface with a Turkish proverb that says, **No road is long with good company.** And as we have been walking this road now, PAN has been finding and enjoying some very good company indeed.

Like our relationship with **CATIE**, which has for three years running now resulted in fantastic provincial educational events like the one that is starting tomorrow.

Or our ongoing partnership with the **Ontario AIDS Network**, and our mutual work on the Positive Leadership Development Institute. Because of this work, this year we will see all three levels of leadership development training happen for PHAs here in BC – The Core training, “Who am I As a Leader?”, the Board governance training “Bored? Get on Board!” and the Communications Skills training (ironically for a communications training, we haven’t yet arrived at a snappy title so hoping to hear from you folks going to the training next month if you have any ideas).

We are also excited about some newer partnerships and initiatives including with the **CIHR Centre for REACH in HIV/AIDS** which is providing three year funding to support PAN’s newest staffing position, the Community-Based Research Manager.

And as part of this new project or program, I am greatly looking forward to this afternoon’s event where PAN will be hosting not just you folks, but many other stakeholders that are interested in HIV/AIDS and related community-based research and who want to either create or deepen their own relationships with your own organizations.

Speaking of newer alliances we are very grateful to the roughly 30 representatives from PAN member agencies, allied community-members, PHAs, researchers and academics, along with folks from public health and BC Housing, who came together to generate a successful funding application to CIHR for the **Positive Living, Positive Homes CBR study**. This provincial team will be meeting again this fall to determine our research question and how we want to move this housing study forward...And I have to say it is very exciting for us at PAN to be in this leadership role on a research study right from the very start...and to be able to bring an energy of openness and collaborate with you to inform just how this study will look, right from the opening gates.

And again, looking at new initiatives, we are honoured by the support of a number of PAN member organizations for our PHAC funding proposal for Hepatitis C-related funding. We look forward to active partnerships with each of them over the next two years for **The Bridging Project** – whereby PAN will be bringing HCV and HCV-co-infection professional development training events to three different regions of BC: the North (in Prince George), Vancouver Island (in Nanaimo) and ultimately to the Fraser Valley as well.

Speaking of issues related to Hep C, I want to also acknowledge PAN’s growing relationship with the **Pacific Hepatitis C Network**, and what a pleasure it has been for me to work with their Executive Director Deb Schmitz this past year on a number of initiatives to advance the shared interests of both of our networks.

The list is so long, but I also want to note PAN’s relationship with particularly the BC investigators on the **national food security study** and most notably AIDS Vancouver and the BC Centre for Excellence; not to mention all the other partners in Ontario and Quebec, and the Centre for REACH. Thanks too to the 8 participating PAN member organizations that are

making the study possible on the ground, and to the 11 Peer Research Assistants some of whom we will be hearing from this afternoon.

Last but certainly never least, I must mention our relationships with our two main government funders, the **Public Health Agency of Canada** and the **Provincial Health Services Authority** – who have supported PAN through many years, and who have helped so profoundly to bring us to this present moment here together today.

Now my only other point on this theme of relationships – perhaps the most important relationships of all – and that is PAN's relationship to our member organizations. **What is your relationship to PAN?** Are you getting the most out of it? Is there anything you would like to see change about it to make it more meaningful or fulfilling? Is there anything you want to bring to this relationship, to make it more satisfying, or event, dare I say it, spice things up? Let us know. Myself, the PAN staff, and the board....we are here with you today and for the rest of the conference and we want to connect. Operators are standing by....so let us know.

In a similar vein on the theme of “PAN Operators standing by”, I want to touch briefly on the community-based research event that is happening this afternoon and to urge you all to use this afternoon as an opportunity to share with us and each other, what your interests, desires, intentions and so forth are with regards to community-based research. And to keep connecting with PAN and specifically with Sara, our new CBR manager, not just today but beyond just this event.

Research is a commitment – it takes time, energy and precious resources at the community level which ultimately many of us just don't have. At the same time, I think that we can come together and work strategically. To take advantage of Sara's position and to decide on a research strategy whereby projects are moved forward that don't drain the community, but energize it –

To do research not just research for research's sake...but to be transformative. Transformative on the individual level – for the PHAs and other individuals who are working on or are involved with the project; Transformative on an organizational level as perhaps we discover something about this epidemic that we didn't know, or a way to do our work better; Transformative on a societal level as we develop a body of evidence that supports us in making a better or more persuasive case to government, policy and decision makers about what needs to happen.

So....here we are all together – and for today and the next couple days, I hope that you also very much enjoy this time where we are all together like this. This kind of opportunity where we can come together and sit with one another, to connect and yak and to strategize, I think is very precious.

And before I leave you to it, I do want to extend a challenge all of you here in the room, and to myself - to try to spend this time with each other perhaps with a bit more openness, with more of an open heart – and to be more present for each other than maybe you ever have been in the past at a PAN conference or related event. It is so easy to stay in our own comfort zones. It is so easy to hold other people at an arm's distance. It is so easy, and I know this in my own self,

to even contribute to a culture of judgment and competitiveness that I fear has at times very much characterized our movement and our work.

I think in many ways, this culture of judgment and critique is simply a reflection of the fact that **ALL OF US** we all work in a context of pressing and at times urgent need; and simultaneously with insufficient resources or capacity to meet that need.

How we do the work, who we are working for, the priorities that we have decided upon and the people that we choose to most closely walk this road withnot to mention our own personalities and proclivities and histories....all of these are very different and diverse.

But we are **all of us**, in this room, deeply committed individuals. We are all working to make a difference in the epidemic the very best way each of us knows how to do. This is hard work and challenging work and at times we feel like we are making progress and actually doing some good in this world and at other times we don't. But we keep on. Another quote to share with you, this one from Emily Kimbrough– **Remember, we all stumble, every one of us. That's why it's a comfort to go hand in hand.**

13. Motion to accept PAN ED Annual Report: Ken

Motion: Claudette Cardinal, RRHAN. Second: Gary Ferguson, ANKORS. Carries.

14. New PAN Member Applications & BOD Recommendations: BOD Governance Committee Report by Darren Lauscher, PAN Board Vice-Chair and Chair of Governance Committee

- ACP-Net (recommending change from Associate to Full member status)

Darren: Welcome - It's really nice to see you all. My role is Chair of the Governance Committee. The previous year, 21010, we focused on going forward to seek out new folk to come to the PAN table. We brought 9 new memberships on board. This year we have carried on and done the same.

From 2010, last year's meeting, we have unfinished business. At the 2010 AGM we too on board as an associate member ACP-Net. Since then they have become a registered non-profit society, therefore they qualify now to become a full voting member.

Governance Committee is recommending ACP Net – be changed from associate to full member status.

Motion: Claudette Cardinal, Red Road HIV/AIDS Network. Second: Hesham Ali, South Fraser Services Society – Positive Haven. Carried.

Darren: Thank you, I'm so pleased. Background info –ACP-Net was created by folks who attended the 1st ever PLDI Core training in BC – some graduates came together and created this new organization. A year later they became associates, and now a full member.

15. Motions regarding PAN Member Applications: Darren

We also have three new organisations asking to become members. Central Interior Native Health Society, Interior Indian Friendship Society and Patient Voices Network/Impact BC. The applications were included in the meeting materials/electronic notice package and posted to PAN's website. .

- Central Interior Native Health Society (recommending as Full member)

Motion: Linda Keefe, Prince George AIDS Prevention Program, Northern Health. Second: Rhoda Hallgren, Okanagan Aboriginal AIDS Society. Carried.

- Interior Indian Friendship Society (recommending as Full member)

Motion: Bob Hughes, ASK Wellness Services. Second: Rhoda Hallgren, Okanagan Aboriginal AIDS Society. Carried.

- Patient Voices Network Project, ImpactBC (recommending as Associate member)

Motion: Hesham Ali, South Fraser Services Society- Positive Haven; Second: Darren Lauscher, McLaren Housing Society. Carried.

Are any of those new organisations in the room? Please stand.

Welcome from PAN and all our agencies. It's amazing to see us growing, and thank you.

16. Election of Open Seats to the PAN Board: 1 seat in the North, 1 seat in the Interior: Marcie

- a) **Recommendations from PAN Board Selection Committee regarding Northern & Interior seats (BOD is recommending Mary Jackson (Northern)):** Chris MacKenzie, PAN BOD Selection Committee member

Chris: The PAN BOD Selection Committee is recommending Mary Jackson to the Northern Open Seat. Mary was appointed onto the Board in November of 2010 and wishes to continue on.

No recommendations at this time for the Interior Open Seat.

- b) **Nominations for each seat within the regions– including Confirmation that each nominee is supported by their PAN member organization in running for the Board:**
Ken

Ken: Now calling for nominations for the Northern and Interior open seats. Clarify – you have to have confirmation from PAN member organisation supporting you. Any nominations from the floor for the North? Final call? Mary, I declare you elected by acclamation.

Any nominations from floor for interior seat? Last call. I guess you're stuck in it, Bob (joke).

Now call on Chris to announce election results from the PHA Forum.

c) Announcement from Forum as to election results for Designated PHA Seats (PHSA, VCH, Fraser regions): Chris

Chris: Chris – In the Forum we had three seats available. Van Coastal seat was made open because person left the agency to volunteer for a new one, so Darren had to come up for re-election. PHSA Seat came open, and Fraser Seat.

Ken Buchanan, incumbent, was elected to the designated PHSA seat by acclamation. Darren Lauscher, incumbent, was elected to the designated VCH seat by acclamation. And Hesham Ali was elected to the designated Fraser seat.

d) Brief remarks from each person newly elected to PAN BOD (at both Forum and AGM):
Ken

Darren (VCH Region, Designated PHA Seat)– Thank you Ken. I want to say it's a privilege and an honour to represent and continue on in the different positions I sit on and finish that up. It's a privilege to start something and be able to see the end result. Thank you for all of that support.

Ken Buchanan (PHSA, Designated PHA Seat)– I have also thoroughly enjoyed the past couple of years on PAN. Especially my work with the Positive Leadership Institute, and see people grow. It's phenomenal. We put a call out this year for trainers. We had five applications. We could only take one, and it was difficult to decide. We wanted all five. So much talent amongst leadership graduates.

Hesham Ali (Fraser, Designated PHA Seat)- I am really grateful for this opportunity. I am really excited and humbled by all the work done, and see people who are willing to step up to the plate. Thank you.

Mary Jackson (Northern Open Seat) – I was thinking “honour” and “privilege”. I have really enjoyed myself and looking forward to the next year. It's an amazing group to work with. Thank you for the support.

e) Motion to accept new Board of Directors – Open and Designated PHA Seats: Ken

Ken: Can I have a motion to accept new board of directors?

Motion: Claudette Cardinal, Red Road HIV/AIDS Network. Second: Gary Ferguson, ANKORS. All in favour. Opposed. Abstentions. Carries.

Other Announcements (not on Agenda):

Marcie – Donna has worked for PAN as development consultant for three years. Finding other sources of funding. She's moving on, we wanted to acknowledge her work and success over the

past three years. She's very creative and committed, supported PAN – it a tough world right now. We're going to miss Donna. She has raised \$80,000 in three years, so thank you Donna.

Jesse – Announcement re: Bill M-210 force testing. A private members bill being put forward in the BC Legislature by Norm Letnick. Concern: Criminalisation of HIV and Hep C. PAN is working on a position statement in opposition to the bill. We will be putting the statement up on the PAN website, and delivering a letter to the legislature expressing our concerns before it resumes in the Fall. Any questions talk to me, anything about the bill. Emergency Response Act. Private Members Bill. The context: MLA is hoping to pass similar legislation as has passed in five other provinces - based on firefighters and paramedics concerns about bodily fluids getting on them. There are a lot of problems with this legislation. It doesn't protect operators/emergency responders. It does nothing to promote universal precautions. If this legislation was brought to Supreme Court of Canada it would be struck down as violating the Charter. It's bad legislation. But it could be passed unless we rise up. I urge everyone to contact your local MLA. There's also an online petition that you can access through YouthCO's website. It is something easy to do.

17. Close of Meeting (Motion): Marcie

Moved: Marcie Summers, Positive Women's Network. Second: Darren. Thank you everyone.

Marcie – Move to close meeting. Darren. Thank you everyone!