

**THE DR. RUSSELL M. HALL FAMILY HEALTH CENTRE  
RECRUITMENT AND RETENTION COMMITTEE  
MONDAY MAY 28, 2007  
7:00 P.M.**

**MINUTES**

**1. CALL TO ORDER**

The 3<sup>rd</sup> session of the 2006 – 2010 Dr. Russell M. Hall Family Health Centre Recruitment and Retention Committee was held at the Medical Centre, Committee Room, Norwich commencing at 7:00 p.m.

The following individuals were in attendance: Lou Ferraro, Leslie Card, Mayor Donald Doan, Councillor Russell Jull, Wayne Graham, Julie Couwenberg, Councillor Lynne DePlancke, Maria, Vanderspek, Luanne Wagner, Arend Tenhove. Also in attendance was Kathy Mitchell, Medical Centre Administrator.

Regrets: Douglas Buck

**2. APPROVAL OF AGENDA**

Recommendation # 1  
Moved by: Arend Tenhove  
Seconded by: Les Card

That the agenda for the 3<sup>rd</sup> session of the 2006-2010 Recruitment and Retention Committee be accepted as presented

Carried

**3. DISCLOSURE OF PECUNIARY INTEREST**

Upon call from the Chair, no disclosures were reported.

**4. MINUTES OF PREVIOUS MEETING**

**4.1 April 16, 2007**

Recommendation # 2  
Moved by: Les Card  
Seconded by: Julie Couwenberg

That the minutes of the meeting held April 16, 2007 be adopted as printed and circulated.

Carried

## **5. REPORTS**

None

## **6. CORRESPONDENCE**

### **6.1 E-mail from Community Development Officer**

**Re:** IMG Ontario has been replaced by CEHPEA – Centre for the Evaluation of Health Professionals Educated Abroad.

### **6.2 Letter prepared for Dr. Narancsik and Dr. Wendling**

Letter of introduction of the Recruitment and Retention Committee was prepared and delivered to Dr. Narancsik and Dr. Wendling.

## **7. CLOSED SESSION**

## **8. OTHER BUSINESS**

### **8.1 Speaker: Community Development Officer – Laurie Roberts**

Regrets were received from Laurie Roberts.

### **8.2 Pairo Tour Dates**

Pairo Tour Dates are as follows:

Ottawa – Sunday September 16, 2007; Ottawa Congress Centre

Kingston – Monday September 17, 2007; Portsmouth Olympic Harbour, Sailroom

Hamilton – Tuesday September 18, 2007; Liuna Station Banquet & Convention Centre

London – Wednesday September 19, 2007; University of Western Ontario

Committee members discussed holding a draw during the Recruitment Tour

### **8.3 Mission Statement**

Discussion took place regarding formulating a mission statement.

### **8.4 Installation of Sub-Committee's**

Recommendation # 3

Moved by: Wayne Graham

Seconded by: Councillor Lynne DePlancke

That the Recruitment Committee establishes three sub-committee's consisting of:

- 1) Recruitment
- 2) Retention
- 3) Marketing and Public Relations

Carried

Further discussion will take place with regard to suggestions of responsibilities.

**8.5 Update on Report A 2007 – 04**

Further discussion deferred upon receipt of clarification of details from CML

**8.6 Update on Recruitment**

Discussion took place regarding successful recruitment of Dr. Michael Hofer.

**9. ADJOURNMENT – 8:30 p.m.**

Recommendation # 4

Moved by Arend Tenhove

Seconded by Luanne Wagner

That this Committee does now adjourn to meet again on June 18, 2007.

Carried

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Chair  
Lou Ferraro

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Administrator  
Kathy Mitchell

