Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Geraldton District Hospital Boardroom

Tuesday, December 6th, 2022 at 5:30 pm

Present

Voting: Dorene Boulanger Ralph Humphreys Bobby Jo Chenier (T)

Michael Davis Patricia Dufour Cory Lightfoot

Manon Michon Sanna Humphreys Terry Popowich (T)

Eric Pietsch

Non-Voting: Darryl Galusha Ian McPherson Brigitte Ouellet

Monique Gosselin (T) Dr. Ryan Zufelt (T)

Jena Goulet (recorder)

Regrets

Voting: Kathryn Legault

Non-Voting:

**Board Composition (voting): 9 Elected 2 Appointments Total = 11**

**Current Vacancies (voting): 0 Elected 0 Appointments Total = 0**

**Total Board Members (voting): 11 Present: 10 Attendance: 91%**

**1.0 CALL TO ORDER**

**1.1 Welcome and Chair’s Opening Remarks**

● The meeting was called to order at 5:32 pm by D. Boulanger.

● D. Boulanger read the Treaty Acknowledgement.

● It was agreed that the January 2023 meeting will be held via Zoom.

**2.0 DECLARATION OF CONFLICTS OF INTEREST**

● None.

**3.0 ADOPTION OF THE AGENDA**

● D. Boulanger asked if there were any amendments to the agenda.

● Under Business Arising from Minutes, add Item 9.1 Emergency Department Wait Times.

● Item 7.1 Regular Board Meeting Minutes – November 1st, 2022 will be moved from Consent Agenda to Item 8.1 under Items Lifted from Consent Agenda.

● Item 7.2 MAC Meeting Minutes – October 25th, 2022 will be moved from Consent Agenda to Item 8.2 under Items Lifted from Consent Agenda.

**It was moved by R. Humphreys and seconded by S. Humphreys that the agenda be approved as amended.**

**CARRIED.**

**RES 82**

**4.0 PRESENTATIONS**

● None

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● M. Gosselin shared the resolution of the story with the Board members.

**5.2 Compliment – Facebook Post by Patient**

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 4, Part 2 (pages 66-98)**

● D. Boulanger asked if there were any questions in regards to this month’s reading.

● The Board members pointed out the similarities between the assigned reading and the proposed Leadership 360 Performance Appraisals.

● D. Boulanger assured the members that D. Galusha will be included in the appraisals of the Management Team.

● Chapter 5 (pages 99-106) was assigned for reading for the next Board meeting.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – November 1st, 2022**

● Moved to Item 8.1 under Items Lifted from Consent Agenda.

**7.2** **MAC Meeting Minutes –October 25th, 2022**

● Moved to Item 8.2 under Items Lifted from Consent Agenda.

**7.3 CCS Report**

**7.4 CNE Report**

**7.5** **Human Resources Report**

**7.6 COS Report**

**It was moved by R. Humphreys and seconded by S. Humphreys to accept the Consent Agenda as amended.**

**CARRIED.**

**RES 83A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 Regular Board Meeting Minutes – November 1st, 2022**

● D. Boulanger reminded the Board members that the Hiring Committee is an Ad Hoc committee.

● Item 12.2 QIC Meeting Minutes was discussed. R. Humphreys informed J. Goulet via email that both D. Boulanger and M. Michon attended educational sessions through the OHA. Two were completed in September and 1 in October. J. Goulet stated that the Board Scorecard was updated appropriately upon completion of the conferences.

**8.2 MAC Meeting Minutes –October 25th, 2022**

● Dr. Zufelt provided clarifications regarding locum incentives.

● GDH has begun the recovery process for the HFO’s portion of the locum incentive costs.

**It was moved by M. Michon and seconded by P. Dufour to accept the Items Lifted from the Consent Agenda as amended.**

**CARRIED.**

**RES 83B**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Emergency Department Wait Times**

● I. McPherson summarized the report for the Board members.

● Dr. Zufelt stated that children who present at the Emergency Department with RSV are considered priority patients and are seen very quickly by the physicians.

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Operational Highlights**

● I. McPherson emphasized the highlights from his report.

● Capital Projects are still on hold until cash flow improves and allows for flexibility of spending.

● Holdback for the Emergency Department closed today.

● COVID-19 funding is slowly coming in for the costs GDH has incurred during the pandemic.

● GDH will be down to one Agency Nurse by February 2023. This will significantly decrease spending as GDH had 14 Agency Nurses July - September at a cost of $1,400,000 in order to prevent a hospital closure.

● GDH will have a $500,000 deficit by the end of the year. However, reimbursements for the nurses, COVID-19 and holdback are coming but are not anticipated until the end of the fiscal year.

● The RPN Program will be completed in May 2023. GDH is currently working to begin another round.

● GDH is working to start an Extern Program in order to help bring in nurses, laboratory technicians and imaging technicians.

● I. McPherson shared that the elevator upgrades will be completed in the next few weeks.

● Replacement of the cabling in LTC is complete. They have better internet and new televisions.

● Costing for the Mental Health Project is being established.

● GDH is waiting for communication from the municipality regarding the replacement of the flooring at the Nakina Clinic.

**11.0 NEW BUSINESS**

**11.1 2023 Board Meeting Schedule**

● The 2023 meeting schedule was reviewed by the Board members.

● S. Humphreys inquired about the Board dinners resuming before the meetings. This will be revisited Spring 2023.

**It was moved by P. Dufour and seconded by M. Michon to approve the Board of Directors’ Meeting Schedule 2023 as presented.**

**CARRIED.**

**RES 84**

**11.2 Leadership 360 Performance Appraisals – Amanda Bjorn**

● The Board of Directors agreed that they would like to move forward with the Leadership 360 Performance Appraisal process for GDH’s 10 Leaders.

● would like to ensure that D. Galusha will be included in the appraisals.

● The debriefing sessions with A. Bjorn post performance appraisal was requested.

● J. Goulet will inform L. Roy about their decision.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 HCAC Meeting Minutes – *Next Meeting: December 13th, 2022***

**12.2 QIC Meeting Minutes – *Next Meeting: December 15th, 2022***

**12.3 Geraldton Hospital Auxiliary Report**

● S. Humphreys provided an update to the Board of Directors.

● The Auxiliary Committee is making plans to deliver gifts to the LTC Residents and ALC Patients.

● The Auxiliary will be making a donation towards the ECG that has been ordered for GDH.

● S. Humphreys shared that some visitors who screen through the main entrance are asking the Gift Shop volunteers for help when needed. S. Humphreys stated that the Gift Shop workers would like to know where to direct them to for help.

**It was moved by M. Michon and seconded by E. Pietsch that the Linkages & Partnerships reports be accepted as presented.**

**CARRIED.**

**RES 85**

**13.0 CEO REPORT**

● D. Galusha summarized his report for the Board members.

● D. Galusha has invited GDH’s Social Worker, C. Bottle, to attend the next few OHT meetings to help them find their place with undertaking the mental health & addictions concerns in Northwestern Ontario. She will be able to address and guide the Indigenous cultural aspect of the Program.

● COVID-19 funding is slowly coming in for the costs GDH has incurred during the pandemic.

● D. Galusha shared that Christmas Hampers will be provided to all GDH staff in lieu of the Christmas Party. It was cancelled due to the increase of illness in the community.

● D. Galusha informed the members that December’s physician schedule for the Emergency Department is now filled.

● D. Galusha expressed his gratitude to Dr. Zufelt for filling a 96-hour shift in the Emergency Department in order to keep it open.

● The Peer-to-Peer Program is going well.

● D. Galusha stated that B. Maranzan has been extremely busy with the GDH’s financial situation at this time. He does not want to add more to his plate with the 50/50 Draw. B. Maranzan continues to work with J. Goulet to secure a lottery license for the Hospital.

● GDH is working to create an NP Pool to pull Nurse Practitioners from when needed.

● GDH is working with an immigration consultant to help recruit qualified health professionals to the area.

● It was stated that there are currently 7 ALC patients in Acute Care waiting for placement in LTC.

**13.1 Operational Direction – Fall/Winter Surge**

**It was moved by M. Michon and seconded by E. Pietsch that the report from the CEO be approved as presented.**

**CARRIED.**

**RES 86**

**14.0 DECISION OF THE BOARD**

**14.1 Physician Privileges**

● The list of Physician Privileges requests from the MAC meeting was presented to the Board for review.

● Clarifications were provided to the new members regarding the approval process for physician privileges at GDH.

**It was moved by C. Lightfoot and seconded by M. Davis that the list of Physician Privileges be approved as presented.**

**CARRIED.**

**RES 87**

**15.0 ROUND TABLE DISCUSSION**

● Discussion occurred.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Bi-Monthly Meeting Evaluation Form**

● The Evaluation Form was provided to the Board members.

● It was requested that the completed evaluations be provided to J. Goulet by December 9th, 2022.

**17.0 IN CAMERA MEETING**

**18.0 TERMINATION OF IN CAMERA MEETING**

**19.0 MEETING WITH MANAGEMENT (CEO ONLY)**

● Nothing to report at this time.

**20.0 MEETING WITHOUT MANAGEMENT**

● Item 6.1 Guide to Good Governance – Chapter 4, Part 2 (pages 66-98) was discussed at this time as it was missed during the regular meeting.

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by C. Lightfoot and seconded by M. Davis that the Board of Directors Meeting be adjourned at 6:44 pm.**

**CARRIED.**

**RES 88**

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Board Chair Signature