Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held via Zoom

Tuesday, January 2nd, 2024 at 5:30 pm

Present

Voting: Eric Pietsch Terry Popowich Dorene Boulanger

 Michael Davis Elaine Mannisto Donna Pelletier

Non-Voting: Darryl Galusha Ian McPherson Savana Marino

 Monique Gosselin Dr. C. Starratt

 Jena Goulet (recorder)

Guests: Nelson Sidorski Julie Stachiw Saenah Earle

Regrets

Voting: Bobby Jo Chenier Sanna Humphreys Ralph Humphreys Cory Lightfoot

Non-Voting: Dr. R. Ciccarelli Dr. C. Bricks

**Board Composition (voting): 8 Elected 2 Appointments Total = 10**

**Current Vacancies (voting): 1 Elected 0 Appointments Total = 1**

**Total Board Members (voting): 10 Present: 6 Attendance: 60%**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:31 pm by E. Pietsch.

● E. Pietsch read the Treaty Acknowledgement.

**2.0 DECLARATION OF CONFLICTS OF INTEREST**

● None.

**3.0 ADOPTION OF THE AGENDA**

● E. Pietsch asked if there were any amendments to the agenda.

● Under *Presentations*, add Item 4.1 Strategic Planning Services – 807 Management Services.

● Move Item 7.3 CCS Report from *Consent Agenda* to Item 8.1 under *Items Lifted from Consent Agenda.*

● Move Item 7.1 Regular Board Meeting Minutes – December 5th, 2023 from *Consent Agenda* to Item 8.2 under *Items Lifted from Consent Agenda*.

● Move Item 7.4 CNE Report from *Consent Agenda* to Item 8.3 under *Items Lifted from Consent Agenda.*

● Move Item 7.7 COS Report from *Consent Agenda* to Item 8.4 under *Items Lifted from Consent Agenda.*

**It was moved by E. Mannisto and seconded by D. Boulanger that the agenda be approved as amended.**

**CARRIED.**

**RES 1**

**4.0 PRESENTATIONS**

**4.1 Strategic Planning Services – 807 Management Services**

● The 807 Management Services Team introduced themselves to the Board members.

● In creating the Strategic Plan, it will be broken down into the following categories:

 ● Discovery Phase: Environmental scan and background research,

● Retreat: Formulate the basis for recommendations based on the environmental and background analysis,

● Review & Endorse: Determine recommendations for mission, vision, values, goals and objectives.

● 807 Management is recommending a digital survey to solicit community member feedback over a 3-4 week period. Challenges in obtaining feedback from the community’s seniors and Indigenous population were discussed.

● The proposed schedule was presented to the Board members. N. Sidorski would like to host the Board Retreat late February/early March.

● M. Davis requested that the Board of Directors be provided a detailed list of stakeholders. N. Sidorski stated that the list will be presented at the kickoff meeting.

● J. Goulet will be the main point of contact at for GDH.

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● The Patient Story was received by the Board members.

● Verbal and physical abuse occurs multiple times per day. This should not be tolerated under any circumstances.

● OPP response time was discussed.

● D. Galusha also highlighted that the Management Team has a strong on-site presence during the majority of the day and security provided at night.

● Signs have been posted in the Emergency Department stating GDH’s zero tolerance policy.

**5.2 Volunteers’ Tree of Life Recognition Award 2024**

● D. Boulanger expressed her interest in joining the Planning Committee.

● J. Goulet will send D. Boulanger the invitation to the next meeting being held on January 30th.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 5 (pages 99 - 106)**

● Nothing noted.

● Chapter 6 (pages 107 - 134) was assigned for reading for the next Board meeting.

**7.0 CONSENT AGENDA**

**7.1** **Regular Board Meeting Minutes – December 5th, 2023**

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

**7.2** **MAC Meeting Minutes – *Next Meeting: January 17th, 2024***

**7.3 CCS Report**

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

**7.4 CNE Report**

● Moved to Item 8.3 under *Items Lifted from Consent Agenda.*

**7.5 Human Resources Report**

**7.6 Physician Recruitment Report**

**7.7 COS Report**

● Moved to Item 8.4 under *Items Lifted from Consent Agenda.*

**It was moved by M. Davis and seconded by T. Popowich to accept the Consent Agenda as amended.**

**CARRIED.**

**RES 2A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 CCS Report**

● Information was clarified on how someone can obtain or renew their health cards.

● The challenges in hospital billing for those without a health card were discussed.

**8.2 Regular Board Meeting Minutes – December 5th, 2023**

● D. Boulanger stated that 70%-member attendance is not acceptable for Board meetings.

● D. Boulanger requested that the terms of reference for the Anishnaabe Liaison Committee be forwarded to B.J. Chenier and herself. She would like them to be reviewed at the next Board of Directors’ meeting.

**8.3 CNE Report**

● D. Boulanger inquired about what is being done to attract and hire foreign PSW and RPN staff. M. Gosselin shared that the PSW positions have been filled but the RPNs are still presenting a challenge. She stated that GDH will be in a better position in the next few months.

**8.4 COS Report**

● D. Boulanger provided information on what the Board members expect to see in the COS Reports.

● Dr. Starratt clarified what the position of the Hospitalist entails and how it will benefit the patients of GDH.

**It was moved by D. Boulanger and seconded by E. Mannisto to accept the Items Lifted from the Consent Agenda as presented.**

**CARRIED.**

**RES 2B**

**9.0 BUSINESS ARISING FROM MINUTES**

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Financial Highlights**

● I. McPherson summarized his report for the Board of Directors.

● GDH has a $1,541,029 YTD operating deficit as of October 31st, 2023. This is entirely due to Agency Nursing, Nurse Practitioner costs, ED Contingency costs, and Retro Payments due to arbitration awards.

**10.2 Operational Highlights**

● I. McPherson summarized his report for the Board of Directors.

● Chemotherapy and NP costs were discussed.

**11.0 NEW BUSINESS**

**11.1** **Wealth Management Report – Q3**

● The report was received by the Board of Directors.

**11.2 Executive Limitations Policies (BOD-EXL 1-17) Review**

● Clarifications were provided regarding the Perquisites (BOD-EXL 15) Policy.

● All policies were reviewed without changes.

**11.3 Incident Reports – July - November 2023**

● The difference between Professional Conduct vs. Provision of Care were clarified.

***M. Gosselin disconnected from the meeting at 6:39 pm.***

**11.4 Health & Safety Policy Statement 2024**

● The policy statement was received by the Board of Directors.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 HCAC Meeting Minutes – *Next Meeting: January 16th, 2024***

**12.2 QIC Meeting Minutes –December 14th, 2023**

● Nothing noted.

**12.3 Geraldton Hospital Auxiliary Report**

● Deferred.

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

**CARRIED.**

**RES 3**

**13.0 CEO REPORT**

● D. Galusha summarized his report for the Board of Directors.

● D. Galusha expressed that an ED closure is not an option for GDH as this could lead to life-threatening situations due to limited alternative options for nearby communities.

● D. Galusha shared that the recruitment of locum physicians is becoming slightly more challenging with some refusing to sign on without an NP in the ED or declining due to travelling in winter conditions.

● D. Galusha has upcoming meetings with an architect regarding the LTC and old ED development.

***E. Pietsch and E. Mannisto stepped away from the meeting at 6:47 pm due to a conflict of interest.***

● The airport issues were discussed. GDH was not notified that the Geraldton Airport was planning to close December 25th and January 1st.

● D. Galusha was informed that the contract between the municipality and the airport agreed to allow its closure on Christmas Day and New Years Day. This could have caused life-threatening situations for GDH’s patients. D. Galusha shared the following:

 ● December 25th: Patient with a life-or-death condition had to be transported out,

 ● December 26th: 5 patients needed to be transported to TBRHSC,

● January 1st: A baby was born at GDH. The mother and baby needed to be flown to TBRHSC.

● The Board expressed their disappointment in the municipality as some of these patients could have lost their lives if Management had not intervened.

● T. Popowich will write a letter on behalf of the Board of Directors to the municipality. D. Galusha will forward the Hospital’s stats to include. Dr. Starratt agreed to sign the letter.

***E. Pietsch and E. Mannisto returned to the meeting at 6:54 pm.***

● D. Galusha informed the Board members that he has been invited the speak at the Universities Canada 2024 Accelerate Event in February. Key points he will address include:

 ● Hospital Leadership in Healthcare Transformation,

 ● Collaboration between Hospitals and Universities,

 ● Ensuring Sustainable Healthcare Services,

 ● Engaging with Community.

***Dr. Starratt disconnected from the meeting at 7:00 pm.***

 **13.1 Northwestern Ontario Health Record Business Case – Update**

**It was moved by E. Mannisto and seconded by D. Boulanger that the report from the CEO be approved as presented.**

**CARRIED.**

**RES 4**

**14.0 DECISION OF THE BOARD**

**15.0 ROUND TABLE DISCUSSION**

● D. Galusha stated that I. McPherson will be in charge when he is away in February at his speaking event.

● D. Boulanger stressed the importance of the members attending the Board meetings.

● T. Popowich and E. Mannisto each shared their positive experiences when accessing care at GDH over the holidays.

● S. Marino reminded the Board members that the vacant francophone seat needs to be filled.

● The Board of Directors were informed about the following concerns with the Greenstone Family Health Team:

● Many patients are resorting to visiting the ED as it is too difficult to schedule appointments at the Clinic. If appointments are booked, patients are waiting 3 months to be seen.

● The Family Health Team is now utilizing a call centre from the Philippines to schedule patient appointments.

● L. Galusha expressed her interest in working with the Family Health Team as an NP to see patients regularly at the Clinic, decrease wait times for appointments at the Clinic,

and to help ease the patient flow in the ED. She was informed that no positions were available.

● E. Pietsch plans to meet with Dr. Dzijacky to discuss GDH’s concerns regarding the GFHT and make their Board of Directors aware of these issues. He plans to provide an update at the February meeting.

● The Board members agreed that the February meeting will be held via Zoom.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Bi-Monthly Meeting Evaluation Summary – December 2023**

● The Evaluation Summary was reviewed by the Board members.

**17.0 IN CAMERA MEETING**

**18.0 TERMINATION OF IN CAMERA MEETING**

**19.0 MEETING WITHOUT MANAGEMENT**

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

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by M. Davis and seconded by E. Mannisto that the Board of Directors Meeting be adjourned at 7:14 pm.**

**CARRIED.**

**RES 5**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board Chair Signature