Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Geraldton District Hospital Boardroom

Tuesday, November 1st, 2022 at 5:30 pm

Present

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

Michael Davis Kathryn Legault Manon Michon

Sanna Humphreys (T) Terry Popowich (T) Eric Pietsch

Non-Voting: Darryl Galusha Ian McPherson (recorder) Brigitte Ouellet

Monique Gosselin

Regrets

Voting: Patricia Dufour

Non-Voting: Dr. Ryan Zufelt Jena Goulet

**Board Composition (voting): 9 Elected 1 Appointments Total = 10**

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

**Total Board Members (voting): 10 Present: 9 Attendance: 90%**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:14 pm by D. Boulanger.

● D. Boulanger read the Treaty Acknowledgement.

**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.

● D. Boulanger added “11.4 Chief of Physician Services” under New Business.

**It was moved by M. Davis and seconded by E. Pietsch that the agenda be approved as amended.**

**CARRIED.**

**RES 73**

**4.0 PRESENTATIONS**

● None

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● M. Gosselin was thanked for bringing forward regular stories to the Board meetings.

● D. Galusha informed the Board that they will not always be positive stories. All types of stories will be shared to provide perspective to the Board on the day-to-day Hospital landscape.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 4, Part 1 (pages 39-65)**

● D. Boulanger asked if there were any questions.

● M. Davis – Page 45 – commented on the Environmental Scan and looking forward to the future.

● D. Galusha spoke about the Strategic Planning cycle and changing the approach for our next Strategic Plan to focus on simpler concepts with a more fluid approach.

● M. Davis commented on the legislative duties of the Board, including having a standing Quality Committee of the Board (QIC).

● Chapter 4, Part 2 (pages 66 - 98) was assigned for reading for the next Board meeting.

**6.2 GDH Letter Patent**

● Board members discussed the renewal cycle and how often it must be done.

**6.3 Board Self-Assessment Tool – Fall 2022**

● D. Boulanger discussed waiting until the Spring timeline to go through with this, as there are many Board members who have just recently started their term.

● GDH will register for the next session.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – October 4th, 2022**

**7.2** **MAC Meeting Minutes – *September 27th, 2022***

**7.3 CCS Report**

**7.4 CNE Report**

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

**7.6 COS Report**

**It was moved by B.J. Chenier and seconded by K. Legault to accept the Consent Agenda as presented.**

**CARRIED.**

**RES 74A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

● No items lifted from the consent agenda.

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Board Committees & Representatives**

● E. Pietsch volunteered for the QIC and Hiring Committee.

**9.2 Outstanding Board Members’ Roles & Responsibilities Forms and Confidentiality**

**Agreements**

● D. Boulanger referenced Board policy BOD GP-1 “Code of Conduct” for Board Members, which states that if a Board Member is absent for 3 meetings in a calendar year, they may be required to discuss his/her attendance in a closed meeting of the Board of Directors and may be removed from the Board by a majority vote.

● Additional signed forms were completed.

● It was requested that a list of outstanding documents by Board members be sent out to the respective Board members.

**9.3 GDH Accreditation 2022 – Focus Visit Decision Letter**

● D. Galusha commented on the nature of the Focus Visit.

**9.4 GDH Accreditation Report 2022**

● T. Popowich asked if there were any ‘red flags’ that came out of the survey or the report for Hospital Management.

● D. Galusha mentioned the ‘fear of reporting’/’fear of making errors’ as the largest risk/negative that he saw out of the process.

● D. Galusha expanded on that risk and brought forward his plans to mitigate it in the future.

***S. Humphreys came in to the meeting at 5:35pm***

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Financial Highlights**

● I. McPherson presented his report and commented on the current state of the finances, as well as the potential future state.

● D. Galusha updated the Board on the status of various funding agreements.

● I. McPherson gave some perspective on cash flow over the last few months, and commented that GDH has stopped capital spending in the short term to be more flexible.

● The Board asked questions related to agency nurses and the status of their involvement at GDH.

● D. Galusha provided some insight across the region and at GDH.

● T. Popowich inquired about different strategies that GDH has employed for recruitment and retention. D. Galusha commented on the various strategies that are in place.

● D. Boulanger asked if the Nakina Clinic and Home Care can be separated in the financial report.

● I. McPherson said that he hopes to have that separated out for the next meeting, along with Salaries & Wages/Purchased Services.

● T. Popowich inquired about the funding model over at the clinic – what does the Hospital pay for vs. the groups that lease from the Hospital.

● D. Galusha provided insight on the funding model at the clinic and expanded on the funding model for physicians.

● D. Galusha explained what the RNPGA was and the constraints that it puts on the Hospital in terms of recruitment and hiring of physicians.

● D. Galusha outlined the structures and purposes of the various groups involved in the process.

● D. Galusha commented on the additional duties that the Hospital has taken on to recruit and retain physicians, without receiving any additional funding for this purpose.

● D. Galusha informed the Board that GDH has multiple physicians interested in working at the Hospital, however it has been a challenge to finalize the deals since the Hospital is not in full control of the situation and cannot make the ultimate decision.

**11.0 NEW BUSINESS**

**11.1 GDH Strategic Plan Q1 & Q2**

● I. McPherson provided an update on the broad changes and asked if there were any questions.

● D. Boulanger inquired about the Patient Navigator position.

● D. Galusha clarified that we have changed our approach with 2 Social Workers instead, with 1 of them being stationed in the ED.

● D. Galusha commented on the renewed focus on the CT scanner project and our plans.

● D. Boulanger inquired about the status of the Volunteer Coordinator position. M. Gosselin clarified that we will not be looking into it at this time due to funding and HHR constraints.

● D. Boulanger commented on the Recruiter position and the Recruitment Committee. D. Galusha provided insight on the plans.

**11.2 Board Attendance**

● No additional discussion.

**11.3 GDH Christmas Party 2022**

● D. Boulanger inquired about the Hospital Christmas party location.

● I. McPherson explained the decision.

**11.4 Appointment of Chief of Physician Services**

● D. Boulanger provided the background and need for this position at GDH in a temporary capacity, stating: “*Like many smaller Hospitals, Geraldton District Hospital has been in a crisis since late July. It has been a scramble to maintain services. Several times we were at risk of closing our brand-new Emergency Department. To ensure continued service during these extremely difficult times, the Executive requests that the Board appoint Darryl Galusha as Chief of Physician Services, in a temporary position, separate from his duties as CEO. The contract would be retro to August 1, 2022, for a period of one year, with the option to extend if necessary. Working together with Community partners, this will assist our Hospital to survive the crisis many rural northern Hospitals find themselves in.”*

**It was moved by B.J. Chenier and seconded by E. Pietsch that the Geraldton District Hospital Board of Directors contract Darryl Galusha as Chief of Physician Services.**

**CARRIED.**

**RES 74B**

**12.0 LINKAGES & PARTNERSHIPS**

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

● No discussion.

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

● D. Boulanger inquired about education opportunities.

● R. Humphreys will investigate them.

**12.3 Geraldton Hospital Auxiliary Report**

● S. Humphreys provided an update.

●The Auxiliary is having issues with coverage of the gift shop, mostly due to fewer volunteers. They believe that the easing of restrictions of working in the gift shop will help.

● They are looking to fund a capital project/equipment purchase but are waiting on clarification.

● They have begun their plans regarding fundraising for next year.

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

**CARRIED.**

**RES 75**

**13.0 CEO REPORT**

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

● T. Popowich inquired about wait times in the Hospital and how we track it.

● D. Galusha and I. McPherson provided responses.

● A summary of wait times will be provided at the next Board Meeting with a comparison to other facilities, if possible.

● D. Galusha brought up the challenges with RaffleBox and the barriers to its implementation, including the formation of a foundation, or partnering with another facility that has a foundation.

**It was moved by E. Pietsch and seconded by B.J. Chenier that the report from the CEO be approved as presented.**

**CARRIED.**

**RES 76**

**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.

**It was moved by T. Popowich and seconded by S. Humphreys that the list of Physician Privileges be approved as presented.**

**CARRIED.**

**RES 77**

**15.0 ROUND TABLE DISCUSSION**

● D. Boulanger went around the table asking for additional discussion.

● B. Chenier is attempting to restart the Anishinaabe Liaison Committee and has been reaching out to the various members.

● E. Pietsch thanked the Board and Management for providing all the information and for the good discussion amongst the Board.

● S. Humphreys requested that the dates of future Board Meetings be included for the next Board Meeting.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Bi-Monthly Meeting Evaluation Summary – October 2022**

● The Evaluation Summary was provided to the Board members.

**17.0 IN CAMERA MEETING**

● The In Camera Meeting was called to order at 6:30 pm.

**18.0 TERMINATION OF IN CAMERA MEETING**

● The In Camera Meeting was adjourned at 6:41 pm.

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

● Discussion occurred on the current status of physician recruitment.

● D. Galusha asked if the Board would be interested in a meet & greet with the potential incoming physicians. D. Galusha will ask J. Goulet to coordinate that.

**20.0 MEETING WITHOUT MANAGEMENT**

● None.

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by M. Michon and seconded by B.J. Chenier that the Board of Directors Meeting be adjourned at 6:50 pm.**

**CARRIED.**

**RES 81**

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Board Chair Signature