Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held at the Geraldton District Hospital and via Zoom

Tuesday, November 2nd, 2021 at 5:30 pm

Present

Voting: Mark Wright Bobby Jo Chenier Victor Tschajka Michael Davis Terry Popowich Dorene Boulanger

 Kathryn Legault Ralph Humphreys

Non-Voting: Darryl Galusha Ian McPherson Brigitte Ouellet

 Dr. Ryan Zufelt Jena Goulet (recorder)

Regrets

Voting: Jessie Beaulieu Sanna HumphreysPatricia Dufour

Non-Voting: Laurie Heerema Dr. Roy Laine

Guests: Scott Potts

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

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

**Total Board Members (voting): 11 Present: 8 Attendance: 73 %**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:31 pm by M. Wright.

● M. Wright read the Treaty Acknowledgement.

**2.0 DECLARATION OF CONFLICTS OF INTEREST**

● No conflicts declared.

**3.0 ADOPTION OF THE AGENDA**

● M. Wright asked if there were any amendments to the agenda.

**It was moved by V. Tschajka and seconded by D. Boulanger that the agenda be approved as presented.**

**CARRIED.**

**RES 69**

**4.0 PRESENTATIONS**

**4.1 ER Project Updates**

● S. Potts presented the Emergency Department Project updates to the Board members.

● S. Potts shared that the grand opening of the Dr. Roy E. Laine Emergency Department took place last week on October 27th.

● S. Potts stated that the Project is approximately 99% complete.

● The Architect was on site last week and went through each level to review the remaining project deficiencies.

● There are 10-15 deficiencies that need to be addressed and Tom Jones has been provided with the list of items. Tom Jones is currently creating a plan to address the areas of concern with the sub-contractors.

● Even with the outstanding items, the Architect has certified the Project as fully completed. Therefore, the outstanding $250,000 needs to be paid to Tom Jones.

● An incentive grant for energy efficiency has been received from Enbridge in the amount of $16,000. This will decrease the Hospital’s cost of the Project.

● A third submission of documentation supporting the changes was provided to the MOH on September 16th. Further review meetings are expected before the end of November.

● S. Potts provided the following information regarding the Change Order submission to the MOH:

 ● Net Changes = $839,000 including owner requested changes and COVID-19 costs,

 ● Owner Requested Changes = $78,000 (100% costs to be covered by Hospital),

 ● Design Errors = $218,000 (100% costs to be covered by Hospital),

 ● Shareable Changes = $542,000 (100% costs to be covered by MOH),

 ● The goal of the negotiations with the MOH is to decrease the Design Errors to less than $100,000 and the Owner Requested Changes to $72,000.

● S. Potts informed the Board of Directors that negotiations with the general contractors resulted in the construction costs being decreased by $57,000.

● The ER Project Ad Hoc Committee would like to meet one more time in order to review the financial impact of the Project once negotiations with the MOH are complete.

● The placement of the stone seats was discussed. Possible seating closer to the Emergency Department entrance will be discussed at a later date.

● The Board members agreed that a gift should be provided to S. Potts as a ‘thank you’ for managing the Emergency Department Project.

**5.0 CORRESPONDENCE**

**5.1 L. Wiggins – Thank You Card**

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 9 (Pages 245-260)**

● M. Wright asked if there were any questions or comments regarding this month’s education.

● D. Boulanger inquired about the facility tours and why there are none scheduled for the Board members. D. Galusha stated that due to the COVID-19 regulations, tours have not been provided. Tours with smaller groups of members can be organized in the future.

● Chapter 10 (pages 261-290) was assigned for reading for the next Board meeting.

**6.2 Governance Essentials for New Directors – Governance & Management**

● The Board members were asked to contact J. Goulet if anyone is interested in attending the webinar.

**6.3** **Quality and Patient Safety Governance Toolkit, Second Edition**

● J. Goulet will order the toolkits for the Board of Directors. It will be added as education for the Board members.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – October 5th, 2021**

**7.2** **MAC Meeting Minutes – October 20th, 2021**

**7.3 CCS Report**

**7.4 CNE Report**

**7.5 Human Resources Report**

**7.6 COS Report**

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

**CARRIED.**

**RES 70A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Strategic Plan Goals & Objectives**

● D. Galusha stated that the Strategic Plan is moving forward effectively.

● R. Humphreys inquired about the references to the LHIN throughout the document. D. Galusha explained that the LHIN is still in the process of transitioning to the OHN. Once it has been complete, the document will be revised.

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Operational Highlights**

● I. McPherson summarized the current state of the Capital Budget Plan.

● I. McPherson stated that there are 5-6 projects beginning in LTC next week.

● Equipment is required for the Hospital to properly treat patients presenting with COVID-19. The equipment costs need to be determined.

**10.2 Risk Management**

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

**11.0 NEW BUSINESS**

None this month.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 ER Project Report – October 2021**

● Report was received.

● M. Davis informed the Board that the COVID-19 costs are different in two different places of the report. D. Galusha will discuss the discrepancies within the report with S. Potts.

**12.2 QIC Meeting Minutes – September 30th, 2021**

**12.3 HCAC Meeting Minutes – September 21st, 2021**

**12.4 Geraldton Hospital Auxiliary Report**

● R. Humphreys provided a verbal report to the Board of Directors in S. Humphrey’s absence.

● R. Humphreys stated that 444 hours volunteer hours were recorded between February 2021 and October 2021.

● R. Humphreys shared that there are currently not enough volunteers to keep the Gift Shop operating at full capacity.

● The GDH Foundation was discussed at the last Auxiliary meeting. The committee is not interested in being involved if the plans for creating a foundation moves forward.

● The Auxiliary Committee is planning to buy poinsettias for the LTC Residents for Christmas.

● The next meeting is scheduled for November 16th.

**It was moved by D. Boulanger and seconded by B.J. Chenier that the Linkages & Partnerships reports be accepted as presented.**

**CARRIED.**

**RES 71**

**13.0 CEO REPORT**

● D. Galusha highlighted his written report to the Board of Directors.

● The current COVID-19 status of Greenstone was discussed. D. Galusha shared that the GDH Staff and Physicians are performing their duties exceptionally well.

● D. Galusha stated that as of November 15th, any unvaccinated staff members will be suspended without pay.

● D. Galusha assured the Board members that the Nursing Staff is 100% vaccinated against COVID-19.

● The Provincial COVID-19 Mandate was discussed.

**13.1 COVID-19 Internal & External Communication**

● T. Popowich asked if the COVID-19 Reports can include information regarding vaccinated vs. unvaccinated patients. D. Galusha stated that this information presents a privacy issue for Greenstone and that this information cannot be disclosed.

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

**CARRIED.**

**RES 72**

**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 V. Tschajka and seconded by K. Legault that the list of Physician Privileges be approved as presented.**

**CARRIED.**

**RES 73**

**15.0 ROUND TABLE DISCUSSION**

● Discussion occurred.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Bi-Monthly Meeting Evaluation Summary**

● The Evaluation Summary was provided to the Board members.

**17.0 IN CAMERA MEETING**

**18.0 TERMINATION OF IN CAMERA MEETING**

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

**20.0 MEETING WITHOUT MANAGEMENT**

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by B. J. Chenier and seconded by D. Boulanger that the Board of Directors Meeting be adjourned at 6:39 pm.**

**CARRIED.**

**RES 74**

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Board Chair Signature