Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Boardroom & via Zoom

Tuesday, November 5th, 2024 at 5:30 pm

Present

Voting: Eric Pietsch Terry Popowich Donna Pelletier

 Dorene Boulanger Elaine Mannisto Michael Davis

 Cory Lightfoot

Non-Voting: Darryl Galusha Savana Marino Monique Gosselin

 Ian McPherson Dr. E. Hargassner

 Jena Goulet (recorder)

Guest: Patrick Levesque

Regrets

Voting: Bobby Jo Chenier

Non-Voting:

**Board Composition (voting): 7 Elected 1 Appointment Total = 8**

**Current Vacancies (voting): 2 Elected 1 Appointment Total = 3**

**Total Board Members (voting): 8 Present: 7 Attendance: 88%**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:49 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.

● Move Item 7.1 Regular Board Meeting Minutes – October 1st, 2024 from *Consent Agenda* to Item 8.1 under *Items Lifted from Consent Agenda.*

● Under *New Business,* add Item 11.5 GDH Access Request – CRA.

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

**CARRIED.**

**RES 74**

**4.0 PRESENTATIONS**

**4.1 Tour of Long-Term Care**

● The tour of LTC occurred prior to the commencement of the meeting.

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● The Patient Story was received and discussed by the Board members.

● Clarifications provided regarding the no trespass notices.

**6.0 EDUCATION**

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

● Nothing noted.

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

**7.0 CONSENT AGENDA**

**7.1** **Regular Board Meeting Minutes – September 3rd, 2024**

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

**7.2** **MAC Meeting Minutes – *Next Meeting: December 2024***

**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 D. Boulanger to accept the Consent Agenda as amended.**

**CARRIED.**

**RES 75A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 Regular Board Meeting Minutes – October 1st, 2024**

● D. Boulanger clarified that the morgue was not visited. This will be amended in the minutes.

● It was shared that $125,000 was received from Gold Corp. for the mental health room.

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

**CARRIED.**

**RES 75B**

***Dr. Hargassner stepped out from the meeting at 5:57 pm.***

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Thunder Bay Community Foundation**

● The Board members have requested the following clarifications regarding the Agreement:

● At the presentation, the Board was informed that annual administration fees would cost 1% of the total investment. However, in the Agreement, it states up to 5% in annual fees. They want the Agreement to state the 1% annual administrative fee that was shared at the presentation by A. Kreiner.

● The Board members do not like the wording of “gift” in reference to the investment. They do not want the word “gift” used in the Agreement.

● Discussion occurred regarding the purpose of the foundation.

● B. Maranzan’s conflict of interest with the establishment of a foundation was discussed.

● If the donated $1,300,000 were put into the foundation, it would be moved from GDH’s operational statements to its financial statements. GDH was advised to do so by the MOH.

● D. Galusha assured the Board of Directors that plans are in place to use the funds towards the designated projects outlined during the *Ride to Greenstone* fundraiser.

 **9.1.1 Cost Breakdown**

 **9.1.2 TBCF Investment Policy**

 **9.1.3 TBCF – Q & A**

 **9.1.4 TBCF – Agency Funds References**

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Operational Highlights**

● I. McPherson’s report was received by the Board of Directors.

● The status of the 2024/25 capital projects was discussed.

**10.2 Risk Management – Q1 & Q2**

● Clarifications were provided regarding the NP funding.

**11.0 NEW BUSINESS**

**11.1 GDH Christmas Party 2024**

● Discussion occurred.

**11.2 Police Record Checks for Hospital Board Members**

● The OHA will be implementing that all Board members pass a criminal record check before joining the Board of Directors, starting in 2025.

● Once further information has been received by J. Goulet, it will be circulated to the Board of Directors for their review.

 **11.2.1 Criminal Record Check Policy – Example**

**11.3 Incident Reports (RL6) – March - August 2024**

● The incident reports were reviewed by the Board of Directors.

**11.4 Proposed Changes to GDH’s December 50/50 Raffle**

● With GDH reaching $100,000 given away by the Raffle, J. Goulet would like to implement some changes to help increase ticket sales in December.

 **11.4.1 Early Bird Draws**

● J. Goulet suggested that a total of $2,000 be raffled off in the first 3 weeks of

December:

 ● Friday, December 6th: $250,

● Friday, December 13th: 2 x $500,

● Friday December 20th: $750.

● The early birds draws would need to be taken from the accumulated funds collected from previous raffles.

 ● J. Goulet will require approval from the AGCO for the additional raffles.

 **11.4.2 Art Fundraiser Tickets**

● J. Goulet had inquired about attaching the art fundraiser tickets to the 50/50 Raffle.

 ● This would be a separate prize raffle licence in which the paintings would need to be

appraised for a monetary value. The artist is not willing to have her work appraised.

 ● It was suggested that a municipal licence may not have the same requirements.

**It was moved by D. Boulanger and seconded by D. Pelletier to approved the proposed changes to GDH’s December 50/50 Raffle as presented.**

**CARRIED.**

**RES 76**

**11.5 GDH Access Request – CRA**

● GDH’s Finance Officers require access to the CRA account.

● A letter of request from the Board of Directors needs to be submitted to the CRA.

● The Chair and the Treasurer of the Board will sign off on the letter.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 HCAC Meeting Minutes – *Next Meeting: December 10th, 2024***

**12.2 QIC Meeting Minutes – *Next Meeting: Unknown***

**12.3 Geraldton Hospital Auxiliary Report**

● No Auxiliary Representative as this time.

**12.4 People Centered Advisory Council Meeting Minutes – September 13th, 2024**

● The meeting minutes were received.

**12.5 Regional Services Council Briefing Notes – October 14th, 2024**

● The meeting minutes were received.

● Discussion occurred.

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

**CARRIED.**

**RES 77**

**13.0 CEO REPORT**

● GDH’s Walk-In Clinic was discussed. It has piqued the interest of two physicians, Dr. Nguyen and Dr. Gravelle, who would also like to work in the Clinic. They will trial the Clinic in December with payments being made by OHIP as “fee for service”.

● Meetings with the Accreditation Committee will start within the next six months.

● Clarifications were provided regarding GDH’s matured GIC of $316,000.

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

**CARRIED.**

**RES 78**

**14.0 DECISION OF THE BOARD**

**15.0 ROUND TABLE DISCUSSION**

● The Board of Directors appreciated the tour of its Long-Term Care Home.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Bi-Monthly Meeting Evaluation Summary**

● The evaluation summary was reviewed by the Board members.

**16.2 Board of Directors’ Scorecard 2024/2025**

● It was questioned if vacant seats should be accounted for when calculating Board member attendance. J. Goulet stated that she has never included the vacant positions and she will reach out to her EA group for guidance.

**17.0 IN CAMERA MEETING**

● The In-Camera Meeting was called to order at 7:15 pm.

**18.0 TERMINATION OF IN CAMERA MEETING**

● The In-Camera Meeting was adjourned at 7:26 pm.

**19.0 MEETING WITHOUT MANAGEMENT**

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

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by D. Boulanger and seconded by T. Popowich that the Board of Directors Meeting be adjourned at 7:27 pm.**

**CARRIED.**

**RES 83**

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Board Chair Signature