Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held via Zoom

Tuesday, October 3rd, 2023 at 5:30 pm

Present

Voting: Eric Pietsch Terry Popowich Bobby Jo Chenier

Michael Davis Manon Michon Donna Pelletier

Ralph Humphreys Sanna Humphreys Dorene Boulanger

Elaine Mannisto Cory Lightfoot

Non-Voting: Darryl Galusha Ian McPherson Savana Marino

Monique Gosselin Jena Goulet (recorder)

Guest: Albert Tjong

Regrets

Voting:

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

Dr. C. Starratt

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

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

**Total Board Members (voting): 11 Present: 11 Attendance: 100%**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:30 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 7.3 CCS Report from *Consent Agenda* to Item 8.1 under *Items Lifted from Consent Agenda.*

● Move Item 7.1 Regular Board Meeting Minutes – September 12th, 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 11.1 360° Assessment Results – GDH Management Team to the In-Camera Meeting.

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

**CARRIED.**

**RES 58**

**4.0 PRESENTATIONS**

**4.1 Wealth Management Report – Q2**

● A. Tjong summarized the Wealth Management Report for the Board members.

● GDH’s asset allocation, as of August 31st, 2023, is worth $1,708,768 (85.11% in total fixed income, 2.03% in total cash & cash equivalent and 12.85% in total equity).

● A. Tjong informed the Board of Directors that GDH purchased a GIC in Spring 2023.

● Since the market has changed over the last few months, A. Tjong is suggesting to move $500,000 to the new GIC.

● To date, GDH has invested $1,317,221 with a total investment return of $393,233.

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● Nothing noted.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 3 (pages 28 - 38)**

● Clarifications were provided regarding the meeting minutes being available to the public.

● Chapter 4, Part 1 (pages 39 - 65) was assigned for reading for the next Board meeting.

**6.2 Hospital Financial Awareness**

● Clarifications were provided regarding the Hospital Expenses.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – September 12th, 2023**

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

**7.2** **MAC Meeting Minutes – *Next Meeting: September 25th, 2023***

**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 COS Report**

● D. Galusha provided a verbal report in the absence of the COSs:

● The group is transitioning to a model where schedules will be made in 3-month blocks.

● Ongoing credentialing of locums, NPs and regional staff.

● Conversations with the hospital for more integrated approach to recruitment.

● MOH downgraded allocated physician complement for the community. We are writing a letter to the Ministry to challenge this. To be reviewed/presented at the next meeting.

**7.6 Human Resources Report**

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

**CARRIED.**

**RES 59A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 CCS Report**

● T. Popowich questioned creating a position for 0.8 FTE vs. a full-time position. S. Marino explained that 0.8 FTE is considered full-time.

● GDH continues to search for a full-time onsite Physiotherapist. However, GDH is also considering bringing in a PTA to assist with patients as they as the work with the Physiotherapist remotely through the outreach program with St. Joseph’s.

● The OCEAN Program was discussed as the healthcare system is looking to move towards paperless referrals.

**8.2 Regular Board Meeting Minutes – September 12th, 2023**

● Corrections to the attendance were made.

**8.3 CNE Report**

● M. Gosselin shared that the RN who was expected to start with GDH in October declined the job offer. An agency RN will need to be hired to fill the position.

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

**CARRIED.**

**RES 59B**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Board Committees & Representatives**

● D. Pelletier will be added to the Quality Improvement Committee.

● C. Lightfoot still has to choose at least 2 committees to join.

● To be brought back to the next meeting for finalization.

● PFAC was discussed. M. Gosselin will provide an update at the next meeting.

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Operational Highlights**

● I. McPherson shared that are multiple projects currently in progress.

● The HIRF funding was discussed.

● The lack of funding from the MOH was discussed. Outstanding funds to be provided to GDH include union retro-pay, ED Project holdback and NP funding.

**10.2 Risk Management**

● There have been no significant changes since Q1.

**11.0 NEW BUSINESS**

**11.1 360° Assessment Results – GDH Management Team**

● To be discussed during the In-Camera Meeting.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 HCAC Meeting Minutes – *Next Meeting: September 26th, 2023***

**12.2 QIC Meeting Minutes – *Next Meeting: October 20th, 2023***

**12.3 Geraldton Hospital Auxiliary Report**

● S. Humphreys provided a verbal report to the Board of Directors.

● The Auxiliary Committee held its most recent meeting on September 25th.

● Between June and August, volunteers put in 936 hours of work.

● 5 new volunteers have been recruited to work at the Gift Shop.

● The Auxiliary Committee is looking into becoming a registered charity.

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

**CARRIED.**

**RES 60**

**13.0 CEO REPORT**

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

● The lack of MOH funding was discussed.

● D. Galusha has been asked by the OHA to represent the Northwest on its Small, Rural & Northern Emergency Department Strategy Advisory Group.

● The application for GDH to have its own Urgent Care Clinic was discussed. The Board members voiced their concerns regarding the lack of cooperation between the Emergency Department and the Clinics. GDH is requesting the Urgent Care Clinic to reduce the excessive numbers of patients presenting in the Emergency Department.

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

**CARRIED.**

**RES 61**

**14.0 DECISION OF THE BOARD**

● None.

**15.0 ROUND TABLE DISCUSSION**

● The Board’s frustrations regarding the Urgent Care Clinic were further discussed. E. Pietsch offered to address the Geraldton Clinic’s Board of Directors on GDH’s behalf.

● M. Davis commended the work being done by all staff to keep GDH running as smoothly as possible.

● C. Lightfoot appreciated the financial reports and education.

**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 Friday, October 6th, 2023.

**17.0 IN CAMERA MEETING**

● The In-Camera Meeting was called to order at 6:38 pm.

**18.0 TERMINATION OF IN CAMERA MEETING**

● The In-Camera Meeting was adjourned at 6:52 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 M. Michon that the Board of Directors Meeting be adjourned at 7:08 pm.**

**CARRIED.**

**RES 66**

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Board Chair Signature