Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held by Geraldton District Hospital via Zoom

Tuesday, October 4th, 2022 at 5:30 pm

Present

Voting: Dorene Boulanger Ralph Humphreys Bobby Jo Chenier

 Michael Davis Kathryn Legault Manon Michon

 Patricia Dufour Sanna Humphreys Terry Popowich

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

 Monique Gosselin

Regrets

Voting: Eric Pietsch

Non-Voting: Dr. Ryan Zufelt Jena Goulet

Guests: Albert Tjong Brent Maranzan

**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 5:35 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.

**It was moved by T. Popowich and seconded by M. Morneau that the agenda be approved as presented.**

**CARRIED.**

**RES 68**

**4.0 PRESENTATIONS**

**4.1 Wealth Management Report Q2**

● A. Tjong reviewed the Wealth Manager Report, highlighting key items on each page.

● The Investment Policy Statement will be reviewed by Management within the next month.

● P. Dufour requested clarity on the Beginning Portfolio Value. A. Tjong explained the process.

● B. Maranzan gave an update to the Board related to the Line of Credit and outstanding funds from Ontario Health.

● This includes $900k for the ED project holdback, $500k for COVID-19 funding, $150k for NP funding (for year-to-date amount, $300k over the full year).

● B. Maranzan explained the purpose of the Line of Credit and how it is currently being used.

● Board members asked questions and received responses from B. Maranzan.

**5.0 CORRESPONDENCE**

**5.1 Immediate Requests to Support and Stabilize Nursing Workforce in Northwestern**

**Ontario**

● D. Galusha presented the context and purpose of this letter.

 **5.1.1 Response to Your Letter re: Nursing Workforce Concerns in Northwestern**

**Ontario**

● D. Galusha informed the Board that there would be a follow-up meeting with the regional CEOs and Anthony Dale from the OHA.

**5.2 Industrial Representative from Greenstone Gold Mines Email – D. Quenneville**

● D. Galusha will follow-up with Cory Lightfoot on his progress with the required Board paperwork.

**5.3 Thank You Letters to Dr. Zufelt & L. Galusha from the GDH Board of Directors**

● D. Boulanger thanked Hospital staff for writing the letter.

● D. Galusha acknowledged that the gifts were well received and thanked the Board.

**5.4 Patient Story**

● D. Boulanger thanked M. Gosselin for bringing these forward regularly.

**6.0 EDUCATION**

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

● D. Boulanger requested that the Letters Patent be included for the next Board Meeting.

● R. Humphreys highlighted the section related to ‘working boards’ and the difference between that and our type of ‘governance’ board. He also highlighted the part discussing ‘brainstorming’, which he thought may be helpful in future meetings as a form of education.

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

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – September 14th, 2022**

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

**7.3 CCS Report**

**7.4 CNE Report**

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

**7.6 COS Report**

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

**CARRIED.**

**RES 69A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Board Committees & Representatives**

● M. Davis volunteered for the Nominating Committee.

● D. Boulanger requested that this be brought forward to the next meeting for the two new members.

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

**Agreements**

● D. Boulanger requested a status update for outstanding items.

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Operational Highlights**

● I. McPherson gave an update on the current state of the capital budget and informed the Board that a lot of larger capital items are on hold until the next calendar year in the hopes that cash flow improves as we receive funds from the Ministry.

● P. Dufour inquired about the Portable UV Light Disinfection Units now that COVID-19 funding has stopped. I. McPherson explained that the project will likely not proceed unless COVID-19 capital funding becomes available again

● D. Boulanger inquired about the Mental Health Room Renovations/Repairs and the amount that was charged/reimbursed. I. McPherson explained that ~$1500 was reimbursed for the damages, with the balance being Hospital funds for improvements to prevent further damage.

● T. Popowich inquired about the Eaigle Screening Booths, what the process will look like, and what we may need to consider. A good discussion occurred with Hospital Management explaining the planned rollout, process, and potential gaps.

● I. McPherson informed the Board of a pressing issue with the imminent removal of cable services in the community and how it will affect the Hospital. I. McPherson presented 3 possible solutions to this problem and requested that the spending of unplanned capital funds be approved to resolve this issue.

● The 3 proposed solutions were: 1) Full upgrade for, TV, Internet, and WiFi options, 2) Only upgrade for TV option, 3) Only upgrade WiFi option.

● Board members provided their thoughts and feedback and approved the required funds for the desired solution to move forward.

**It was moved by T. Popowich and seconded by P. Dufour to approve the spending of up to $100,000 on cabling infrastructure upgrades to the Hospital as presented.**

**CARRIED.**

**RES 69B**

**10.2 Risk Management Q1**

● I. McPherson presented the Risk Management report and highlighted the areas of highest risk – COVID-19, Cost of Staff Shortages/Agency Nurses, Cost of Physician Recruitment & Incentives.

● I. McPherson gave an update on the financial standing of the organization, including a year-to-date deficit of $400k. I. McPherson added context explaining the reasons behind the deficit and informed the Board that a detailed financial update would be provided at the next Board Meeting.

**11.0 NEW BUSINESS**

**11.1 GDH Strategic Plan Q1 & Q2**

● Deferred until the next meeting.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 HCAC Meeting Minutes – September 20th, 2022**

● T. Popowich commented on the difficulty in recruiting and finding workers in the community.

**12.1 QIC Meeting Minutes – September 15th, 2022**

● D. Boulanger requested that the Accreditation reports be included at the next Board meeting.

**12.3 Geraldton Hospital Auxiliary Report**

● S. Humphreys gave an update on the Auxiliary and commented on the difficulty in recruitment and staffing the Gift Shop.

● S. Humphreys informed the Board on what items funds are being raised for this year.

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

**CARRIED.**

**RES 70**

**13.0 CEO REPORT**

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

● T. Popowich inquired about the LTC Project and the future needs of LTC beds.

● T. Popowich requested that the Board continue to consider the need of LTC/Supportive Housing in the long term within our community.

● D. Boulanger inquired about the Raffle Box progress. D. Galusha gave an update on the challenges with the AGCO.

● D. Boulanger requested that Management speak to Bernadine O’Brien at the Municipality once we get started with Meals on Wheels.

● T. Popowich inquired about how the OHTs plan on handling the Agency Nurses issue. D. Galusha gave a progress update.

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

**CARRIED.**

**RES 71**

**14.0 DECISION OF THE BOARD**

**14.1 Physician Privileges**

● Deferred until next meeting.

**15.0 ROUND TABLE DISCUSSION**

● Discussion occurred.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Bi-Monthly Meeting Evaluation Form**

● It was requested that the evaluations be competed and returned to J. Goulet by Friday, October 7th, 2022.

**17.0 IN CAMERA MEETING**

● None.

**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 T. Popowich and seconded by P. Dufour that the Board of Directors Meeting be adjourned at 7:35 pm.**

**CARRIED.**

**RES 72**

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Board Chair Signature