Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held at the Geraldton District Hospital and via Zoom

Tuesday, October 5th, 2021 at 5:30 pm

Present

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

 Sanna Humphreys Ralph Humphreys Patricia Dufour

Non-Voting: Darryl Galusha Ian McPherson Laurie Heerema

 Dr. Roy Laine Dr. Ryan Zufelt

 Jena Goulet (recorder)

Regrets

Voting: Jessie Beaulieu Kathryn Legault

Non-Voting: Brigitte Ouellet

Guests: Brent Maranzan 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: 9 Attendance: 82 %**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:37 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 D. Boulanger and seconded by M. Davis that the agenda be approved as presented.**

**CARRIED.**

**RES 60**

**4.0 PRESENTATIONS**

**4.1 GDH Foundation Formation**

● B. Maranzan presented the Foundation Formation report to the Board of Directors.

● B. Maranzan stated that in order to create a foundation, GDH would need to achieve charitable status with the CRA.

● B. Maranzan explained that if the Hospital has an Auxiliary and a Foundation, this would create duplicate costs for the organization.

● The Foundation’s annual obligations were discussed.

● B. Maranzan stated that the estimated cost to operate a successful foundation would be $110,000 per year.

● The differences between a municipal license and a provincial license were compared.

● Potential next steps were discussed.

● T. Popowich asked if the Auxiliary would be capable of running a 50/50 Draw for the Hospital. B. Maranzan explained that professional support would be required and that it would need to be a 0.5 paid position. This will be discussed further between D. Galusha and B. Maranzan.

● D. Boulanger voiced that she does not think a foundation would be feasible for GDH.

● S. Humphreys stated that the topic was discussed briefly at the last Auxiliary meeting. The proposed 50/50 Draw was met with some hesitancy from the members due to the amount of work required and a lack of information.

● S. Humphreys requested a presentation to be given at the next Auxiliary meeting. D. Galusha and B. Maranzan will attend the meeting and provide information to the members.

**4.2 ER Project Updates**

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

● S. Potts shared that the Project is nearing completion with a few outstanding items remaining to be finalized. These items include:

 ● Flooring on Level 0,

 ● Correcting signage deficiencies,

 ● Final touch-ups of paint on Level 0,

 ● Door configuration on Level 0.

● S. Potts explained that Tom Jones should be off site by the end of next week.

● S. Potts stated that the architect will be on site next week to review the final deficiencies and to shoot and marketing video of the Emergency Department.

● The second change order report has been submitted with rationale and is currently being reviewed by the MOH. Follow up discussions are expected to take place over the next few weeks.

● S. Potts informed the Board members that funds are currently being held while waiting for the approval of Progress Certificate #22. Once accepted, Tom Jones will be paid.

● S. Potts stated that GDH may be responsible for covering $50,000 to $100,000 in Change Orders.

**5.0 CORRESPONDENCE**

**5.1 K. Goodman – Thank You Letter**

**5.2 Anishnaabe Liaison Committee Invitation – Third Letter**

● D. Boulanger asked if an invitation has been sent to the AZA First Nations’ reserve. J. Goulet stated that she was not aware that they were part of the Greenstone catchment area and assured the Board members that an invitation will be sent.

**6.0 EDUCATION**

**6.1 Annual Board Evaluation Questions – Review**

● The grading scale was discussed.

● R. Humphreys voiced his concerns regarding Section 4. He stated that it is difficult to assess someone else’s efficiency as a Board member.

**6.2 Guide to Good Governance – Chapter 8 (Pages 178-244)**

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

● P. Dufour asked if there is a policy in place regarding someone from outside the Board of Directors giving a presentation to the members during a meeting. It was stated that a policy, based on the recommendation from the OHA, is in place regarding public access to the meetings. If someone would like to give a presentation, they contact the Executive Assistant and a written proposal need to be submitted for approval by the Chair and the CEO.

● M. Wright requested to have all of the policies and by-laws sent to the Board members.

● Clarifications were provided regarding D. Galusha as the Secretary of the Board.

● Chapter 9 (pages 245-260) was assigned for reading for the next Board meeting.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – September 14th, 2021**

**7.2** **MAC Meeting Minutes – September 9th, 2021**

**7.3 CCS Report**

**7.4 CNE Report**

**7.5 Human Resources Report**

**7.6 COS Report**

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

**CARRIED.**

**RES 61A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Strategic Plan Extension**

● The Board of Directors agreed that the current Strategic Plan should be extended for the next 2 years.

**It was moved by T. Popowich and seconded by R. Humphreys that the GDH Strategic Plan be extended for 2 years as presented.**

**CARRIED.**

**RES 62**

**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 3 Board members have signed up for the Accreditation Standards Review, but he would prefer to have at least one more member. V. Tschajka and R. Humphreys will join the working group.

**11.0 NEW BUSINESS**

None this month.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 ER Project Report – October 2021**

● Report was received.

**12.1.1 ER Project Ad Hoc Committee Meeting Minutes – August 31st, 2021**

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

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

**12.4 Geraldton Hospital Auxiliary Report**

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

● S. Humphreys stated that a Zoom recently took place on September 21st. The next meeting is scheduled for October 19th.

● S. Humphreys shared that the members of the Auxiliary were informed of the requirements in order to enter the facility to work at the gift shop.

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

**CARRIED.**

**RES 63**

**13.0 CEO REPORT**

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

● D. Galusha shared that a donation was received from No Frills and they were recognized on the GDH Facebook page.

● D. Galusha met with the deputy minister regarding the LTC Home Development application. He stated that different funding options are being considered.

● D. Galusha would like to organize an event to celebrate the many cultures of the GDH staff within the Hospital.

● D. Galusha stated that the services offered at the Nakina Clinic are expanding. With a permanent Physician and RN working at the Clinic, this will improve access to healthcare for those who live in the North.

● D. Galusha shared that GDH is beginning to experience a decrease in COVID-19 funding.

● GDH continues to stay diligent in its compliance with the ever-changing guidelines and procedures regarding COVID-19 and vaccinations.

● D. Galusha explained that the initial meeting with Greenstone Gold Mines was successful. Further meetings are expected to take place.

● Global Furniture will be on site next week with a filming crew to create a promotional video of the new Emergency Department. This will be at no cost to the Hospital and will be used for recruitment.

● D. Galusha expressed that physician recruitment is progressing well. One will be coming to GDH for a site visit next week. 2 other physicians have shown their interest in coming to work at GDH.

● L. Heerema also highlighted the Transfer Nurse Program.

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

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

**CARRIED.**

**RES 64**

**14.0 DECISION OF THE BOARD**

None this month.

**15.0 ROUND TABLE DISCUSSION**

● Discussion occurred.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Board of Directors’ Scorecard**

● V. Tschajka inquired about the yearly budget for Board education and asked what happens to the funds when they are not used. I. McPherson informed the Board of Directors that the budget is $5,000-$6,000 and if those funds are not fully spent, they are put into the Capital Surplus Funds.

● D. Galusha assured the Board members that he will attempt to find other options for Board education.

● D. Boulanger expressed her disappointment in the low number of members who complete the evaluations. She stated that the numbers are unacceptable.

● V. Tschajka inquired about how much of the Strategic Plan has been completed. I. McPherson will review the Plan and provide the information at the next meeting.

**16.2 Bi-Monthly Meeting Evaluation Form**

● The Evaluation Form was provided to the Board members.

● To be completed and returned to J. Goulet by Friday, October 8th.

**17.0 IN CAMERA MEETING**

● In Camera Session held on September 14th, 2021 was called to order at 6:59 pm.

**18.0 TERMINATION OF IN CAMERA MEETING**

● In Camera Session held on September 14th, 2021 was terminated at 7:07 pm.

**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 V. Tschajka that the Board of Directors Meeting be adjourned at 7:15 pm.**

**CARRIED.**

**RES 68**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board Chair Signature