Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Geraldton District Hospital Boardroom

Tuesday, September 13th, 2022 at 5:30 pm

Present

Voting: Dorene Boulanger Ralph Humphreys (T) Bobby Jo Chenier

 Michael Davis Kathryn Legault Manon Michon

 Patricia Dufour

Non-Voting: Darryl Galusha Ian McPherson Brigitte Ouellet

 Monique Gosselin Jena Goulet (recorder)

Regrets

Voting: Sanna Humphreys Terry PopowichEric Pietsch

Non-Voting: Dr. Ryan Zufelt

Guest: Victor Tschajka

**Board Composition (voting): 8 Elected 2 Appointments Total = 10**

**Current Vacancies (voting): 1 Elected 0 Appointments Total = 1**

**Total Board Members (voting): 10 Present: 7 Attendance: 70%**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:32 pm by D. Boulanger.

● D. Boulanger read the Treaty Acknowledgement.

**1.2 Presentation of Retirement Gift to V. Tschajka**

● D. Boulanger thanked V. Tschajka for his commitment to all aspects and responsibilities held as a Board Director.

● V. Tschajka expressed his gratitude to the Board members and the accomplishments achieved when the Board of Directors and the GDH Management Team works together.

**2.0 DECLARATION OF CONFLICTS OF INTEREST**

● Nothing declared.

**3.0 ADOPTION OF THE AGENDA**

● D. Boulanger asked if there were any amendments to the agenda.

● Item 11.6 Cash Flow Analysis & Recommendations will be moved to the In-Camera meeting.

**It was moved by K. Legault and seconded by B.J. Chenier that the agenda be approved as amended.**

**CARRIED.**

**RES 59**

**4.0 PRESENTATIONS**

None.

**5.0 CORRESPONDENCE**

**5.1 Thank You Letter – T. Vear**

**5.2 Notice of Charitable Donation – Brewers Retail Inc.**

**5.3 Toronto Star Article – Star Investigation of Nurse Agency Spending in Ontario’s**

**Hospitals**

● The Board was informed that agency nurses have tripled GDH’s payroll costs.

● M. Gosselin explained that GDH has lost a few nurses to agencies as they are paid at twice the rate.

**5.4 “My Locum Review” – Dr. S. Gravelle**

● Dr. Gravelle’s review of GDH will be added to the GDH Facebook page and website.

**5.5 Patient Story**

● The process in performing MAID (Medical Assistance in Dying) was discussed.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapters 1 & 2 (pages 1-27)**

● Nothing noted.

● Chapter 3 (pages 28-38) was assigned for reading for the next Board meeting.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – June 7th, 2022**

**7.2** **MAC Meeting Minutes – June 30th, 2022**

**7.3 CCS Report**

 **7.3.1 Rehabilitation Wait Lists**

**7.4 CNE Report**

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

**7.6 COS Report**

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

**CARRIED.**

**RES 60A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Physician Recruitment Updates**

● The Physician Recruiter’s profile and goals will be discussed during the In-Camera session.

**9.2 Wayfinding & Signage – Step 1 Updates (Examples Only)**

● I. McPherson stated that the examples will be provided to the staff for their input before moving forward with fabrication.

● It was explained that the directories will be in English and French. The department signs will be in English, French and Ojibway.

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Financial & Operational Highlights**

● I. McPherson shared that GDH is operating with a surplus of $65,628 as at June 30th, 2022. This is due to an unexpected additional 1% increase in MOHLTC base funding.

● I. McPherson shared insight regarding GDH’s financial position.

● There has not been any significant Capital Project activity due to recent cash flow constraints.

● GDH will be investing its HIRF funding into refurbishments for the old elevator as it has been deemed a ‘imminent failure’ project as there have been numerous issues with it in the past year.

● I. McPherson informed the Board members that GDH is accredited with ‘Exemplary Standards’ and a score of 98.9%.

**11.0 NEW BUSINESS**

**11.1 Board Planning Cycle 2022 - 2023 (Draft)**

● D. Boulanger requested that the department tours be added back to the schedule once COVID-19 restrictions are lifted.

**11.2 Board Committees & Representatives (Draft)**

● Board members are required to participate in at least 2 committees.

● J. Goulet will provide committee information to all members in order to make an informed decision.

**11.3 Board Members’ Roles & Responsibilities**

● The Board’s level of liability in financial governing was discussed.

● Members present at the meeting signed the forms and returned them to J. Goulet.

● Members who were absent from the meeting will receive the forms via email to sign and return to J. Goulet.

**11.4 Confidentiality Agreement**

● Members present at the meeting signed the agreement and returned them to J. Goulet.

● Members who were absent from the meeting will receive the agreement via email to sign and return to J. Goulet.

**11.5 Incident Reports (RL6) – March - July 2022**

● Insight was provided to the Board of Directors regarding the Safety & Security event reports and what GDH is developing in order to improve the safety of its staff members.

**11.6 Cash Flow Analysis & Recommendations**

● Moved to the In-Camera meeting for discussion.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 HCAC Meeting Minutes – June 14th, 2022**

● Issues regarding transportation for seniors were discussed.

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

**12.3 Geraldton Hospital Auxiliary Report**

● Nothing to report at this time.

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

**CARRIED.**

**RES 61**

**13.0 CEO REPORT**

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

● It was requested that a letter be written to both Dr. Zufelt and L. Galusha on behalf of the Board members to recognize their exceptional work and dedication to GDH during the physician shortages.

● Clarifications regarding the Chemotherapy Department and its regulations were provided.

 **13.1 Emergency Department (ED) Peer-to-Peer Program**

● The Program is funded by Ontario Health.

● Questions regarding implementation of the Program were discussed.

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

**CARRIED.**

**RES 62**

**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 B.J. Chenier and seconded by P. Dufour that the list of Physician Privileges be approved as presented.**

**CARRIED.**

**RES 63**

**15.0 ROUND TABLE DISCUSSION**

● Discussion occurred.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Annual Board Evaluation Summary – June 2022**

● The Annual Board Evaluation was provided to the Board members.

**16.2 Bi-Monthly Meeting Evaluation Summary – June 2022**

● The Evaluation Summary was provided to the Board members.

**16.3 Board of Directors’ Score Card**

● The scorecard was reviewed by the Board members.

**17.0 IN CAMERA MEETING**

● The In-Camera Meeting was called to order at 6:48 pm.

**18.0 TERMINATION OF IN CAMERA MEETING**

● The In-Camera Meeting was adjourned at 7:47 pm.

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

**20.0 MEETING WITHOUT MANAGEMENT**

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by M. Davis and seconded by M. Michon that the Board of Directors Meeting be adjourned at 7:55 pm.**

**CARRIED.**

**RES 67**

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

Board Chair Signature