



Geraldton District Hospital
Minutes of the
Regular Board of Directors' Meeting

Held in the Boardroom at the Geraldton District Hospital and via Zoom,
Tuesday, September 15th, 2020 at 5:00 pm

Present

Voting:	Mark Wright (T)	Kathryn Legault (T)	Jamie McPherson (T)
	Dorene Boulanger (T)	Victor Tschajka (T)	Jessie Beaulieu (T)
	Terry Popowich (T)	Sanna Humphreys (T)	Ralph Humphreys (T)
	Patricia Dufour (T)	Cheryl Checkley (T)	

Non-Voting:	Kurt Pristanski	Ian McPherson	Brigitte Ouellet
	Dr. Ryan Zufelt (T)	Jena Goulet (recorder)	

Regrets

Voting:

Non-Voting:	Dr. Roy Laine	Laurie Heerema
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<u>Guests:</u>	Scott Potts (T)	Albert Tjong (T)
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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

- In the absence of M. Wright, Chair of the Board, the meeting was called to order at 5:04 pm by D. Boulanger.
- D. Boulanger read the Treaty Acknowledgement.

1.2 Introduction of Jessie Beaulieu and Patricia Dufour

- D. Boulanger welcomed both J. Beaulieu and P. Dufour to the GDH Board of Directors.

1.3 Introduction of Kurt Pristanski, Interim CEO

- D. Boulanger welcomed K. Pristanski back as the Interim CEO of the Geraldton District Hospital.

2.0 DECLARATION OF CONFLICTS OF INTEREST

- J. McPherson has a conflict of interest in regards to Item 10.0 Capital Plan/CFO Report.

3.0 ADOPTION OF THE AGENDA

- D. Boulanger asked if there were any amendments to the agenda.
- Item 7.3 Audit Committee Meeting Minutes – July 23rd, 2020 moved from Consent Agenda to Item 8.1 under Items Lifted from Consent Agenda.

It was moved by T. Popowich and seconded by R. Humphreys that the agenda be approved as amended.

CARRIED.

RES 43

4.0 PRESENTATIONS

4.1 Wealth Management Report

- A. Tjong presented the Wealth Management Report to the Board members.
- A. Tjong noted that the investments have been very good over the past two years. However, interest rates are declining and the large GIC is coming up for renewal soon. He will contact K. Pristanski to discuss renewal as some or all of the funds may be needed for the ER Project.
- K. Pristanski asked if any mitigation is planned for equity investments in advance of the upcoming U.S. election. A. Tjong responded that his team invests in the lower risk equities.

M. Wright joined the meeting via Zoom at 5:20 pm.

4.2 ER Project Updates

- S. Potts presented the Emergency Department Project updates to the Board members.
- Discussion occurred.
- Pricing for the landscaping will be brought to the next ER Project meeting.

5.0 CORRESPONDENCE

5.1 Thank You Card – H. Arsenault (Bursary Recipient)

5.2 Thank You Card – K. Gosselin (Bursary Recipient)

6.0 EDUCATION

- None for this month.

7.0 CONSENT AGENDA

7.1 Regular Board Meeting Minutes – June 2nd, 2020

7.2 Nominating Committee Meeting Minutes – July 7th, 2020

7.3 Audit Committee Meeting Minutes – July 23rd, 2020

- Lifted from Consent Agenda to Item 8.1 under Items Lifted From Consent Agenda.

7.4 MAC Meeting Minutes

7.4.1 June 17th, 2020

7.4.2 July 23rd, 2020

7.4.3 August 19th, 2020

7.5 CCS Report

7.6 CNE Report

7.7 COS Report

**It was moved by D. Boulanger and seconded by J. Beaulieu to accept the Consent Agenda as amended.
CARRIED.**

RES 44

8.0 ITEMS LIFTED FROM CONSENT AGENDA

8.1 Audit Committee Meeting Minutes – July 23rd, 2020

- Discussion occurred.
- The Board requested a clarification in regards to the salaries and wages. Management will find the details and report back at the next meeting.

**It was moved by V. Tschajka and seconded by J. Beaulieu to accept the Items Lifted from Consent Agenda as amended.
CARRIED.**

RES 45

9.0 BUSINESS ARISING FROM MINUTES

- None for this month.

J. McPherson stepped out of the meeting at 5:40 pm due to a conflict of interest.

10.0 CAPITAL PLAN / CFO REPORT

10.1 Capital Budget

- I. McPherson presented the reports to the Board of Directors.
- Plans for the repurposed Emergency Department were discussed and a final report should be completed by the November Board meeting.
- Pricing for the upgrades of the Cardiac Monitoring Systems tendered through the NOW Supply Chain in the new Emergency Department and Acute Care Unit increased significantly ever after member discounts were applied.

**It was moved by V. Tschajka and seconded by K. Legault that the Board of Directors approves an additional \$250,000 to the Capital Budget for the upgrades of the Cardiac Monitoring Systems in the new Emergency Department and in Acute Care Unit.
CARRIED.**

RES 45A

- Plans to replace the Security Monitoring System throughout the Hospital was discussed.
- It was requested by the Board members to present the rationale behind limited tendering/sole-sourcing the project to the Executive Committee via email for approval to proceed. This will be ratified at the October Board meeting.

10.2 Finance Report

- I. McPherson presented the report to the Board of Directors noting there was one error in the revenue section which over stated the surplus by \$66,000.
- Board members were very satisfied that the first quarter report was still in a healthy surplus position even after the correction.

10.3 Risk Management – Q1

- I. McPherson presented the reports to the Board of Directors.
- No concerns were raised.

J. McPherson returned to the meeting at 6:26 pm.

11.0 NEW BUSINESS

11.1 Board Planning Cycle 2020-2021 (Draft)

- Changes to the Planning Cycle was discussed.
- J. Goulet will make the suggested amendments and include it in next month's Board package.

11.2 Board Committees & Representatives (Draft)

- The Board members discussed the committees of the Board.
- J. Goulet will provide information about the committees to the Board members who require material.
- The Board Committees & Representatives list will be updated by J. Goulet and include it in next month's Board package.

11.3 Election of Nominating Committee's Chairperson

- The Chair position was discussed by the Board members.

It was moved by D. Boulanger and seconded by T. Popowich that the Board of Directors nominates J. McPherson as the Chair of the Nominating Committee.

CARRIED.

RES 45B

11.4 Board Members' Roles and Responsibilities

- The forms were signed by all members and will be returned to J. Goulet.

11.5 Confidentiality Agreement

- The agreement was signed by all members and will be returned to J. Goulet.

11.6 Incident Reports (RL6): May – July 2020

- The reports were received by the Board members.
- The results of the reports were discussed.
- I. McPherson highlighted the charts for the Board of Directors.

11.7 OHA – Notice of Annual and General Meeting of Members: September 24th, 2020

- K. Pristanski provided the Board members with the Zoom meeting information.
- The Board appointed K. Pristanski to vote on behalf of the GDH Board of Directors. M. Wight will submit the form to the OHA.

11.8 Samples of New GDH Logo – All Languages

- Clarifications were provided to the Board members and the logos were discussed.
- It was suggested that the Ojibway translation be changed from syllabic to written words. K. Pristanski will reach out to Matawa and their translation services to change the GDH logo and it will be presented to the Board at the October meeting.

12.0 LINKAGES & PARTNERSHIPS

12.1 ER Project Report – September 2020

- Report was received.

12.1.1 ER Project Ad Hoc Committee Meeting Minutes – June 16th, 2020

12.1.2 ER Project Ad Hoc Committee Meeting Minutes – July 21st, 2020

12.1.3 ER Project Ad Hoc Committee Meeting Minutes – August 25th, 2020

12.2 QIC Meeting Minutes – June 25th, 2020

- Report was received.

12.3 HCAC Meeting Minutes – On Hold due to COVID-19

- K. Pristanski will arrange for a virtual meeting to take place via Zoom in October 2020.

12.4 Geraldton Hospital Auxiliary Report

- S. Humphreys reported that the Auxiliary wished to open the Gift Shop but requires infection control advice first. K. Pristanski noted that the Hospital's Infection Control Officer will contact S. Humphreys.

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

CARRIED.

RES 46

13.0 CEO REPORT

- K. Pristanski presented his written report and added one item, Pharmacy Technician Position.
- He noted that this position is needed to comply with the new Pharmacy Act. Currently, RNs mix the chemotherapy drugs but are only grandfathered to do so for a limited time.
- L. Heerema would like to advertise for the position soon in order to get ahead of other hospitals that will be trying to fill such positions in the 2021-2022 fiscal year.
- More expense details will be provided next month for approval from the Board. Such new expenses should fit into the Hospital's current budget to ensure that local patients do not have to travel to Thunder Bay for such services.

13.1 Collaborating for Better System Integration – Regional Services Committee of the Board

- A Board member will need to be chosen to sit on the committee as a representative of the Gealrdton District Hospital at the October meeting.
- A finalized copy of the document and the terms of reference will be provided to the Board of Directors at the October meeting.

It was moved by T. Popowich and seconded by V. Tschajka the report from the CEO be approved as presented.

CARRIED.

RES 47

14.0 DECISION OF THE BOARD

- The list of Physician Privileges requests from the MAC meetings were presented to the Board for review.
- Dr. Zufelt provided clarifications about the report for the new Board Members.

It was moved by J. Beaulieu and seconded by S. Humphreys that the list of Physician Privileges be approved as presented.

CARRIED.

RES 48

15.0 ROUND TABLE DISCUSSION

- Discussion occurred.

16.0 MONTHLY MEETING EVALUATION

16.1 Bi-Monthly Meeting Evaluation Summary – June 2020

- The Evaluation Summary was provided to the Board of Directors.

16.2 Annual Board Evaluation Summary – June 2020

- The Evaluation Summary was presented to the Board of Directors.

17.0 IN CAMERA MEETING

- In Camera Session held on September 15th, 2020 was called to order at 7:25 pm.

18.0 TERMINATION OF IN CAMERA MEETING

- In Camera Session held on September 15th, 2020 was terminated at 8:02 pm.

19.0 MEETING WITH MANAGEMENT (CEO ONLY)

20.0 MEETING WITHOUT MANAGEMENT

21.0 TERMINATION OF REGULAR BOARD MEETING

It was moved by V. Tschajka and seconded by T. Popowich that the Board of Directors Meeting be adjourned at 8:04 pm.

CARRIED.

RES 49

Board Chair Signature