Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Boardroom & via Zoom

Tuesday, April 1st, 2025 at 5:30 pm

Present

Voting: Eric Pietsch Terry Popowich Bobby Jo Chenier

Dorene Boulanger Donna Pelletier Michael Davis

Ron Melhuish Joanne Hoffman Dorothy Friske

Elaine Mannisto Cory Lightfoot

Non-Voting: Darryl Galusha Ian McPherson Daniel Blundon

Savana Marino Dr. E. Hargassner

Jena Goulet (recorder)

Guests: Ryan Wach Brent Maranzan Albert Tjong

Regrets

Voting:

Non-Voting:

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

**Current Vacancies (voting): 0 Elected 0 Appointment 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 5:38 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.

● Under *Presentations,* add Item 4.2 Operating Budget FY2025/26 and move Wealth Management Report Q4 to Item 4.3.

● Under *New Business,* add the following Items:

● 11.4 Accreditation – Anishnaabe Liaison Committee,

● 11.5 Thunder Bay Community Foundation.

**It was moved by M. Davis and seconded by J. Hoffman that the agenda be approved as amended.**

**CARRIED.**

**RES 27**

**4.0 PRESENTATIONS**

**4.1 Tour of Nurses’ Residence**

● The tour of the Nurses’ Residence occurred prior to the commencement of the meeting.

**4.2 GDH Operating Budget FY2025/26**

● The successful challenge of Bill 124 meant increases to staffing costs in the Hospital sector over the last 3 years.

● Coming out of the COVID-19 pandemic, inflation rates have increased.

● Carbon pricing is ramping up and affecting supplies and utilities.

● High recruitment costs and staffing challenges are the new normal that needs to be factored into budget planning.

***Significant Assumptions***

● Expecting a base funding increase of 4%:

● Based on Bill 124 retro awards in 2023/24 and state of the industry,

● Received 6% in prior year but expecting less this year,

● New base funding for NP Program announced.

● One-time MOH revenue of approximately $900,000 expected to continue to support certain programs: CTSLPE funding, Emergency Department Pay for Results, Transitional Care Planning, ED Mitigation.

● Projecting 3% across the board for staffing.

● It is projected that supplies are modeling a 6% increase from October YTD.

● Certain purchased services are expected to continue:

● Nurse Practitioner Program,

● Other contracts,

● Most agency eliminated.

***Final Draft***

● Few significant changes to the recommended budget.

● Revenue is less due to changes to the NP funding assumptions.

● Major change: 12-hour overnight Charge RN in the Emergency Department.

● Other small changes total approximately $85,000 for supplies and other expenses.

***Staffing Summary***

● Only change from 2024/25 is the new ED Charge RN on night shift.

***Supplies & Other Expenses Summary***

● Projecting a status quo budget.

● Overall costs are expected to increase.

***Drug Expenses Summary***

● Drug expenses are down the year from prior years.

***Purchased Services Summary***

● Purchased services have been reduced in many areas this year and as a result, budgeted agency premiums are down year over year.

● Security costs will increase.

**It was moved by E. Mannisto and seconded by R. Melhuish that the Operating Budget for FY2025/26 be approved as presented.**

**CARRIED.**

**RES 28**

***B. Maranzan disconnected from the meeting at 5:56 pm.***

**4.3 Wealth Management Report Q4**

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

● A. Tjong informed the Board of Directors that $800,000 was withdrawn in January and deposited into GDH’s operating costs. The funds were taken from equity and bonds.

● GDH’s asset allocation, as of March 20th, 2025, is worth $1,041,735 (75.03% in total fixed income, 19.81% in total cash & cash equivalent and 5.16% in total equity).

● To date, GDH has a total investment return of $526,620.

● A. Tjong stated that a $300,000 GIC will be reaching maturity in October. Discussions to take place when the GIC comes due.

***A. Tjong disconnected from the meeting at 6:11 pm.***

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● The Patient Story was received by the Board members.

**5.2 Invitation to the Volunteers’ Tree of Life Social**

● The invitation was received by the Board members.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 8 (pages 178 - 244)**

● Discussion regarding GDH’s AGM occurred. It was stated that all Board of Directors’ Meeting minutes are posted on the GDH website.

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

**7.0 CONSENT AGENDA**

**7.1** **Regular Board Meeting Minutes – March 4th, 2025**

**7.2** **MAC Meeting Minutes *–* March 19th, 2025**

**7.3 CCS Report**

**7.4 CNE Report**

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

**7.6 COS Report**

**It was moved by D. Pelletier and seconded by J. Hoffman to accept the Consent Agenda as presented.**

**CARRIED.**

**RES 29A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**~~It was moved and seconded by to accept the Items Lifted from the Consent Agenda as .~~**

**~~CARRIED.~~**

**~~RES 29B~~**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Outstanding Election Intention Forms**

● Outstanding forms to be provided to J. Goulet by Friday, April 4th, 2025.

**9.2 Outstanding Peer Assessment Forms**

● Outstanding assessments to be provided to J. Goulet by Friday, April 4th, 2025.

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Financial Highlights**

● I. McPherson summarized his report for the Board of Directors.

● GDH is currently operating at a $1,205,054 deficit as at February 28th, 2025.

● The operating deficit is due to lower-than-expected revenue, Agency staffing, continued ED contingency costs, ongoing Bill 124 impacts, and lack of funding for GDH’s third NP.

● The ED contingency costs and NP costs were discussed.

**10.2 Operational Highlights**

● GDH ended the fiscal year having completed 31 out of the 50 (62%) capital projects that were approved by the Board for FY2025.

● Projects were cancelled/deferred due to prioritization of other projects, purchasing through operating funds instead, or delaying due to future renovations.

● As at March 31st, 2025, the total spent on capital is $809,175, with $241,386 being reimbursed through HIRF and $66,555 being reimbursed through other funding sources.

**10.3 Risk Management**

● The health and safety of staff was discussed.

**11.0 NEW BUSINESS**

**11.1 Incident Reports (RL6) – December 2024 - February 2025**

● The incident reports were reviewed.

**11.2 Board Planning Cycle 2025/2026 – *DRAFT***

● Approved as presented.

**11.3 CEO Relationship (BOD-BC 1-5) Policy Review**

● Clarifications were provided regarding the Delegation to the CEO (BOD-BC3) policy.

● According to the Monitoring CEO Performance (BOD-BC4) policy, D. Galusha is due for his performance appraisal from the Board of Directors.

● All policies were renewed without changes.

**11.4 Accreditation – Anishnaabe Liaison Committee**

● Meetings with Matawa have taken place requesting their assistance in helping GDH reach out to the Indigenous communities located within the Greenstone areas.

**11.5 Thunder Bay Community Foundation**

● The Board of Directors has requested a financial report from TBCF for the June meeting.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 HCAC Meeting Minutes – March 18th, 2025**

● The meeting minutes were received.

● It was requested that the Terms of Reference be revised to reflect that the Committee is for information sharing only and that quorum would not need to be reached.

**12.2 QIC Meeting Minutes – *Next Meeting: June 19th, 2025***

**12.3 Geraldton Hospital Auxiliary Report**

● D. Friske informed the Board members that the Auxiliary Committee will be starting their membership drive at the end of April.

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

**CARRIED.**

**RES 30**

**13.0 CEO REPORT**

● D. Galusha’s report was received by the Board of Directors.

● The following items were highlighted from the CEO Report:

● Update on Mental Health Room: it was shared that the quotes received for the construction of the room range from $360,000 to $500,000. This is above what the room was expected to cost. Other ways to fund the project were considered.

● Management Education Update,

● NP-Led Walk-In Clinic Performance and ER Census Integration Strategy,

● Attendance at the Advantage LTC Convention in Toronto,

● Exploration of Hospitalist Position Options,

● NOSM Funds.

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

**CARRIED.**

**RES 31**

**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 D. Friske and seconded by J. Hoffman that the list of Physician Privileges be approved as presented.**

**CARRIED.**

**RES 32**

**15.0 ROUND TABLE DISCUSSION**

● Nothing noted.

**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, April 4th, 2025.

**16.2 Chair Evaluation Form**

● The Chair Evaluation Form was received by the Board members.

● It was requested that the completed evaluation forms be provided to J. Goulet by Friday, April 18th, 2025.

**17.0 IN CAMERA MEETING**

● The In-Camera Meeting was called to order at 7:30 pm.

**18.0 TERMINATION OF IN CAMERA MEETING**

● The In-Camera Meeting was adjourned at 8:16 pm.

**19.0 MEETING WITHOUT MANAGEMENT**

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

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by J. Hoffman and seconded by D. Boulanger that the Board of Directors Meeting be adjourned at 8:17 pm.**

**CARRIED.**

**RES 36**

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Board Chair Signature