Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Boardroom & via Zoom

Tuesday, March 4th, 2025 at 5:30 pm

Present

Voting: Eric Pietsch Bobby Jo Chenier Elaine Mannisto

Dorene Boulanger Donna Pelletier Michael Davis

Ron Melhuish Dorothy Friske Cory Lightfoot

Non-Voting: Darryl Galusha Ian McPherson Kelsey Cleaveley

Savana Marino Jena Goulet (recorder)

Regrets

Voting: Terry Popowich Joanne Hoffman

Non-Voting: Dr. E. Hargassner

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

**Current Vacancies (voting): 0 Elected 0 Appointment 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 5:41 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.

● Move Item 7.5 CNE Report from *Consent Agenda* to Item 8.1 under *Items Lifted from Consent Agenda.*

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

**CARRIED.**

**RES 16**

**4.0 PRESENTATIONS**

**4.1 Tour of Acute Care and Palliative Care**

● The tour of Acute Care occurred prior to the commencement of the meeting.

● The tour of GDH’s Palliative Care Room could not occur as the Room was in use.

● It was requested that a tour of the Nurses’ Residence be provided at the next Board Meeting.

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● The Patient Story was received by the Board members.

● Discussion occurred.

**5.2 Thank You Card – E. Mackereth**

● The card was received by the Board members.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 7 (pages 135 - 177)**

● Nothing noted.

● Chapter 8 (pages 178 - 244) was assigned for reading for the next Board meeting.

**7.0 CONSENT AGENDA**

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

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

**7.3 Executive Committee Meeting Minutes – February 12th, 2025**

**7.4 CCS Report**

**7.5 CNE Report**

● Moved to Item 8.1 under *Items Lifted from Consent Agenda.*

**7.6 Human Resources Report**

**7.7 COS Report**

**It was moved by M. Davis and seconded by D. Pelletier to accept the Consent Agenda as amended.**

**CARRIED.**

**RES 17A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 CNE Report**

● The cost sharing between GDH and GFHT for the NP Walk-In Clinic was discussed.

**It was moved by D. Boulanger and seconded by E. Mannisto to accept the Items Lifted from the Consent Agenda as presented.**

**CARRIED.**

**RES 16B**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Financial Planning Policy (BOD-EXL2) Review**

● Deferred.

**9.2 Financial Control & Activities Policy (BOD-EXL3) Review**

● Deferred.

**9.4 Accreditation – Governance Working Group**

● The following Board members agreed to participate in the Governance Working Group:

● M. Davis,

● D. Pelletier,

● B.J. Chenier (dependent on dates of the meetings),

● J. Hoffman,

● E. Mannisto.

● Meeting dates to be determined.

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Operational Highlights**

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

**10.2 Capital Budgeting – 3 Year Forecast – 2026-2028**

● I. McPherson shared the 3-year forecast of GDH’s capital projects.

● Insight was provided regarding GDH’s 3-year budget forecast for Plant Ops and the expected budget for GDH’s Imaging Department for FY2028.

**10.3 Proposed Capital Projects Workplan FY2026**

● 36 projects are being proposed for 2025/26 at a cost of approximately $1,241,800.

● Discussion occurred.

**It was moved by D. Boulanger and seconded by B.J. Chenier that the Recommended Capital Projects Workplan for FY2026 in the amount of $1,241,800, with an additional $100,000 for unplanned capital projects, be approved as presented.**

**CARRIED.**

**RES 18**

**11.0 NEW BUSINESS**

**11.1 Governance Process Policies (BOD-GP 17-31) Review**

● Clarifications were provided for the following policies:

● Director Duties and Responsibilities,

● Continuing Education,

● Building Committee (Ad Hoc) – Terms of Reference.

● It was requested that J. Goulet reach out to the Governance Group/EA Group regarding other hospitals’ Chair’s approval processes.

● All policies were renewed without changes.

**11.2 Election Intention Forms**

● The forms were received by the Board members.

● It was requested that the completed *Election Intention Forms* be returned to J. Goulet by Friday, March 21st, 2025.

**11.3 2025/26 Quality Improvement Plan**

● I. McPherson shared the Quality Improvement Plan with the Board of Directors.

● I. McPherson stated that the final draft will be approved by the QIC prior to submission.

● I. McPherson requested that the Board members review the Progress Report, Narrative, and Workplan. All suggested amendments and corrections can be emailed to him.

**11.3.1 Progress Report**

● The Progress Report was received by the Board members.

● Clarifications provided and discussion occurred.

**11.3.2 Narrative**

● The Narrative was received by the Board members.

**11.3.3 Workplan**

● The Workplan was received by the Board members.

**It was moved by E. Mannisto and seconded by D. Pelletier that the Quality Improvement Plan submission for FY2025/26 be approved as presented.**

**CARRIED.**

**RES 19**

**12.0 LINKAGES & PARTNERSHIPS**

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

**12.2 QIC Meeting Minutes – February 20th, 2025**

● The meeting minutes were received.

**12.3 Geraldton Hospital Auxiliary Report**

● No report at this time.

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

**CARRIED.**

**RES 20**

**13.0 CEO REPORT**

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

● The following items were highlighted from D. Galusha’s report:

● Memorandum of Understanding (MOU) with Greenstone Family Health Team,

● Implementation of Staff and Family NP Clinic,

● Management Team Duties Adjustment,

● Cost Sharing Proposal for the Regional Coordinator Position Funding,

● Proposal to Implement a Vending Machine for Leftover Meals.

**It was moved by E. Mannisto and seconded by R. Melhuish that the report from the CEO be approved as presented.**

**CARRIED.**

**RES 21**

**14.0 DECISION OF THE BOARD**

**15.0 ROUND TABLE DISCUSSION**

● The Board members thanked K. Cleaveley for the tour of Acute Care. They are looking forward to the tour of the Nurses’ Residence at the next meeting.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Bi-Monthly Meeting Evaluation Summary**

● The summary was reviewed.

**16.2 Peer Assessments**

● The evaluation sheets were received by the Board members.

● It was requested that the completed *Peer Assessment* forms be returned to J. Goulet by Friday, March 21st, 2025.

**17.0 IN CAMERA MEETING**

● The In-Camera Meeting was called to order at 6:30 pm.

**18.0 TERMINATION OF IN CAMERA MEETING**

● The In-Camera Meeting was adjourned at 7:40 pm.

**19.0 MEETING WITHOUT MANAGEMENT**

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

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by D. Friske and seconded by M. Davis that the Board of Directors Meeting be adjourned at 7:41 pm.**

**CARRIED.**

**RES 26**

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Board Chair Signature