

Board of Directors Meeting MINUTES

Date: April 26, 2022

Time: 5:30 PM

Location: Zoom

Acting Chair: Ms. Sonia Green

Present: Ms. Eleanor Vachon, Ms. Sonia Green, Mr. Dennis Gushulak, Mr. John Frostiak, Ms. Dianne Pertoci, Ms. Arlene Swanwick, Ms. Holly Stamarski, Ms. Audrey Blazek, Ms. Shawnda Norlock

Staff: Ms. Hannah Kochuk, Ms. Allison Church, Ms. Sue LeBeau, Ms. Meghan Gilbert, Ms. Amanda Kaczmarek, Dr. Diane Zielke, Dr. Akila Whiley

Regrets: Mr. Marshall Dumontier

Absent:

1. CALL TO ORDER

Meeting was called to order by Ms. Sonia Green at 5:30 PM.

1.1. Quorum

Quorum was established.

1.2. Acceptance of Agenda

The following motion was brought forward:

MOTION NO: 22-15 Moved: A. Swanwick Seconded: E. Vachon

That the agenda for the April 26, 2022, meeting of the RLMCMH Board of Directors be accepted as presented.

Vote for motion: Carried.

1.3. Declaration of Conflict of Interest

- Ms. Pertoci declared a conflict of interest regarding nursing summer student.
- The meeting was brought to in camera at 5:33 pm.
- The regular meeting resumed at 5:44 pm.

The following motion was brought forward:

MOTION NO: 22-16 Moved: E. Vachon Seconded: A. Swanwick

That the RLMCMH Board of Directors agree to allow Ms. Dianne Pertoci to remain as a Director while her grandson joins the role as a summer nursing student for the term of 8 weeks, whereas a conflict of interest will be declared should a relating issue arise.

Vote for motion: Carried.

2. CONSENT AGENDA

For the purpose of convenience and for expediting meetings, matters of business of repetitive or routine nature are included in the Consent Agenda and all such matters of business contained in the Consent Agenda are voted on collectively. A particular matter of business may be singled out from the Consent Agenda for debate or for a separate vote upon the request of any Member. In the case of a separate vote, the excluded matter of business is served from the Consent Agenda, and only the remaining matters of business contained in the Consent Agenda are voted on collectively

2.1. Minutes, Board of Directors, March 22, 2022

2.2. Minutes, Quality Committee, March 8, 2022

2.3. Minutes, Resource and Planning Committee, March 15, 2022

2.4. Minutes, Patient and Family Advisory Committee, February 16, 2022

2.5. Minutes, Medical Advisory Committee, February 24, 2022

- Add Ms. Norlock's name to list of attendees in the Quality Committee Minutes

The following motion was brought forward:

MOTION NO: 22-17 Moved: D. Gushulak Seconded: H. Stamarski

That the consent agenda of the March 22, 2022, meeting of the RLMCMH Board of Directors be accepted with proposed changes.

Vote for motion: Carried.

3. BUSINESS ARISING

3.1. COVID Update

- The RL/SL/D OHT received approval from the ministry.
- The main focus is forming working groups to establish better time management with the full team meeting.
- Ms. LeBeau and Ms. Kochuk continue to be the interim leads.

3.2. Ontario Health Team

- Our region has submitted the OHT application which includes 13 signatories.
- The Ontario Health Team for Red Lake, Dryden and Sioux Lookout is composed of a diverse group covering multiple sectors. Organizations have established their commitment as a signatory, observer, or partner which can be changed for now.
- The first-year goals are to establish our team, build relationships and get to know one another.

3.3. Review and Approval of QIP

The following motion was brought forward:

MOTION NO: 22-18 Moved: H. Stamarski Seconded: S. Norlock
That the RLMCMH Board of Directors approves the submission of the 2022/2023 QIP as well as the executive compensation goals, as presented.
Vote for motion: Carried

4. NEW BUSINESS

4.1. Financial Statements, March 2022

- The financials brought to the Board of Directors are a draft version as there are still outstanding items to be finalized prior to year-end.
- The hospital has a surplus of \$122,000. Ms. Church anticipates there will not be much change when finalized.

The following motion was brought forward:

MOTION NO: 22-19 Moved: D. Gushulak Seconded: J. Frostiak

That the RLMCMH Board of Directors approves of the draft financial statements dated March 31, 2022, as presented.

Vote for motion: Carried.

4.2. Audit Committee

- Ms. Norlock and Ms. Stamarski have filled the Audit Committee vacancies for this year.

4.3. Policy Review

4.3.1. Conflict of Interest, BG-DIR-06

4.3.2. Travel, Meal, Hospitality Expense, BG-FIN-02

- Changes to be made; capitalize all Directors, add subheadings in the statement in conflict of interest.

The following motion was brought forward:

MOTION NO: 22-20 Moved: A. Blazek Seconded: D. Gushulak

That the RLMCMH Board of Directors approves the policies, Conflict of Interest, BG-DIR-06, and Travel, Meal, Hospitality Expense, BG-FIN-02 with proposed changes.

Vote for motion: Carried.

4.4. AGM Date

- The Directors agreed on the proposed date of June 28th.
- Ms. Kochuk and Ms. LeBeau will begin looking for venues.

5. CORRESPONDENCE/INFORMATION

5.1. ED Closure Protocol and Guidance

6. EMERGING ISSUES FOR DISCUSSION

7. REPORTS

7.1. RLMCH Foundation

- The Foundation continues to plan for the golf tournament and auction.

7.2. RLMCH Auxiliary

- NGI selected the Auxiliary as the charity for their BBQ on May 14th.

7.3. Medical Advisory Committee

- Minutes were provided to previous meetings. Majority of the discussion was around medications and COVID treatments.
- Dr. Whiley shared a slideshow regarding Physician workforce in Ontario.

7.4. Quality Committee Update

- Topics were previously discussed during the meeting.

7.5. R&P Committee Update

- Main discussion was around considering options of purchasing vs. leasing a Safe beds location.

7.6. Chief Nursing Executive

- This month we received a new endoscopy tower. TBRHSC successfully led the funding application to assist in the backlog of procedures and surgeries that were delayed due to COVID.
- Lab accreditation was complete. Will share the outcome with the Board next meeting.

7.7. Chief Executive Officer

- Ms. LeBeau completed SAEK training with several nurses.
- Advocated and collaborated to get rapid COVID tests for the community.

7.8. Regional Services Committee

- Deferred

8. MEETING EFFECTIVENESS SURVEY

9. CELEBRATIONS

9.1. 50th Year

- The Hospital will be celebrating its 50th year in December 2023. This will remain as a standing item on the agenda.
- Ms. Vachon, Ms. Swanwick, Dr. Zielke and Mr. Frostiak agreed to work as a Subcommittee to plan an event.

10. ADJOURNMENT

The meeting was adjourned by Ms. Vachon at 7:21 pm.

11. DATE OF NEXT MEETING: May 24, 2022.



Ms. Sue LeBeau

President & CEO



Ms. Eleanor Vachon

Committee Chair