

Board of Directors Meeting MINUTES

Date: January 24, 2023

Time: 5:30 PM

Location: Board Room & Zoom

Chair: Ms. Sonia Green

Present: Ms. Sonia Green, Mr. Dennis Gushulak (Zoom), Mr. John Frostiak, Ms. Dianne Pertoci, Ms. Arlene Swanwick, Ms. Holly Stamarski, Ms. Marion Whitton, Mr. Marshall Dumontier

Staff: Ms. Hannah Kochuk (Zoom), Ms. Allison Church (Zoom), Ms. Angela Bishop, Ms. Amanda Kaczmarek, Ms. Meghan Gilbert, Mr. Alex McAuley (Zoom)

Regrets: Dr. Diane Zielke, Ms. Eleanor Vachon

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

- Addition of items 7.9 Nominating Committee and 8.2. Card for Dr. Aniol.

The following motion was brought forward:

MOTION NO: 23-01 Moved: M. Dumontier Seconded: A. Swanwick
That the agenda for the January 24, 2023, meeting of the RLMCMH Board of Directors be accepted with the proposed changes.

Vote for motion: Carried.

1.3. Declaration of Conflict of Interest

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, November 30, 2022
- 2.2. Minutes, Quality Committee, November 8, 2022
- 2.3. Minutes, Resource and Planning Committee, November 15, 2022

The following motion was brought forward:

MOTION NO: 23-02 Moved: M. Whitton Seconded: A. Swanwick
That the consent agenda of the January 24, 2023, meeting of the RLMCMH Board of Directors be accepted with proposed changes.
Vote for motion: Carried.

3. BUSINESS ARISING

3.1. CEO Recruitment

- CEO recruitment continues as the preferred candidate declined the letter of offer.
- A meeting will be held on January 27, to review the long list of candidates
- First-round interviews are scheduled for February 3rd.

4. NEW BUSINESS

4.1. Welcome to Interim CEO, Angela Bishop

- Ms. Bishop was introduced to the Directors. She provided a summary of her professional background.

4.2. New Statement for Board Agenda

- As part of an action item determined at the Board Retreat, a new approved statement will be included on all Board agendas moving forward.

- This rule of order is to ensure all discussion can be heard and to foster equal participation.

4.3. Financial Statements, December 2022

- As of December 31, 2022, there was a deficit of roughly \$44,000 which can be attributed to utilizing agency nurses and CEO recruitment expenses.
- RLMCMH received confirmation that the Ministry will provide a one-time payment before the end of the fiscal year to recoup some COVID expenses for 22-23.
- Directors requested that the RLMCMH consider the use of collection agencies to recoup some bad debts.
- Ms. Church will provide a breakdown of individual amounts that will be written off as bad debt by this fiscal year.

The following motion was brought forward:

MOTION NO: 23-03 Moved: J. Frostiak Seconded: M. Dumontier
That the RLMCMH Board of Directors approves the draft financial statements dated December 31, 2022, as presented.

Vote for motion: Carried.

4.4. Operating Budget

4.4.1. Red Lake Pre-Budget Public Consultation Meeting

- Red Lake Hospital was invited to participate and present in the Ministry's pre-budget consultation meeting to outline some of the challenges we are facing.

4.4.2. Status

- Mr. McAuley presented the proposed 23-24 operating budget based on a 1% funding increase.
- Increases to union wages and funding increases are still currently unknown.

- After discussion at the Resource and Planning Committee meeting, the budget has been updated to include a 1.5 agency nurse position and CEO relocation costs.

The following motion was brought forward:

MOTION NO: 23-04 Moved: J. Frostiak Seconded: D. Gushulak

That the RLMCMH Board of Directors approves the submission of the presented 2023-2024 operating budget as presented.

Vote for motion: Carried.

4.4.3. Opportunities

- RLMCMH will continue to look at opportunities to increase revenue.

4.5. Ontario Health Teams Collaborative Governance Reflection and Roadmap Development

- Included in the package as information.

4.6. Status Update on Board Retreat Work Plan

- The Directors reviewed the updated work plan that was included in the package as information.
- Ms. Kochuk will recirculate the Board Chair orientation package to Mr. Frostiak, Ms. Vachon and Ms. Green for approval.

4.7. Auditor Appointment

- A briefing note was included in the package for information.
- Mr. McAuley and Ms. Church reviewed and scored the audit proposals (BDO and MNP LLP) based on non-financial and financial criteria.
- Both firms scored similarly in the non-financial criteria. MNP score higher for their proposed audit fees and expenses.
- The Auditor appointment will be proposed at the Annual Meeting in June 2023.

The following motion was brought forward:

MOTION NO: 23-05 Moved: J. Frostiak Seconded: A. Swanwick

That the RLMCMH Board of Directors approve the recommendation of MNP LLP as the auditor for the 2023/2024-2027/2028 fiscal periods.

Vote for motion: Carried.

5. CORRESPONDENCE/INFORMATION

5.1. Notice of New HSAA and MSAA

- Notice of the intent to merge to one agreement rather than two (SAA) as well as language changes.

5.2. Influenza Immunization Coverage Rates

- Ms. Hollos reports influenza immunization coverage rates to the Ministry annually.
- Ms. Green commended the Hospital staff for the 88% immunization rate.

6. EMERGING ISSUES FOR DISCUSSION

7. REPORTS

7.1. RLMCH Foundation

- The Foundation has decided not to take part in the Winter Carnival this year.
- The bi-annual purse and jewelry auction will be held at the Super 8 on March 4.
- The 50/50 lottery ran for 20 months which the Foundation was able to net \$111,605.

7.2. RLMCH Auxiliary

- The Catch the Ace fundraiser progressive pot is currently at \$4,000.
- The Auxiliary will be serving breakfast Saturday morning at the Winter Carnival.

7.3. Medical Advisory Committee

- Deferred

7.4. Quality Committee Update

- Ms. Parks provided an education session where she explained her role with quality standards.
- Reviewed and approved the Cyber Security Plan. Annual education will be provided to staff as human error is the main concern.

7.5. R&P Committee Update

- The Committee was introduced to Ms. Kuzemchuk, who will be taking over the day-to-day financials while Ms. Church is on leave.
- Mr. Frostiak took the time to thank Ms. Church for her work with the Board.

7.6. Chief Nursing Executive

- Due to major staffing changes, Ms. Gilbert has assumed the role of Nurse Manager while still fulfilling her duties as Chief Nursing Executive.
- Ms. Gilbert has been attending weekly regional leadership group meetings. These meetings were initially for physician shortages and ED closures but have transformed to a broader scope for general nursing shortages and agency nurses.

7.7. Chief Executive Officer

- A leadership Team meeting is scheduled to discuss contingency plans and mitigate the risk of possible emergency department closures.
- Ms. Bishop continues to meet with the Diagnostic Imaging team to come up with a schedule that could work with two Ultrasound Technologists to minimize call backs.

7.8. Regional Services Committee

- The briefing note from the recent meeting of the Regional Services Committee will be provided to all Directors.

- Ms. Green discussed the key message which included OHT guidelines and work, Health Human Resources, health record renewal and cyber security.

7.9. Nominating Committee

- The meeting was brought to in-camera at 7:41 by Mr. Frostiak.
- The regular meeting was called to order by Mr. Frostiak at 7:46.
- Two applications were received by the Board of Directors to fill the current vacancy.
- Mr. Gushulak brought forward the recommendation to nominate Mr. Zhukrovsky as his experiences closely align with the current needs of the Board.

The following motion was brought forward:

MOTION NO: 23-06 Moved: J. Frostiak Seconded: A. Swanwick

That the RLMCMH Board of Directors approve the recommendation to elect Mr. Trevor Zhukrovsky to fill the current Board vacancy.

Vote for motion: Carried.

8. MEETING EFFECTIVENESS SURVEY

- 8.1.** Results, November 22, 2022
- 8.2.** Board Retreat Survey Results
- 8.3.** Survey for Today's Meeting

9. CELEBRATIONS

9.1. 50th Year

- The guest list for the smaller venue is still to be determined.

9.2. Card for Dr. Aniol

- A card was provided to the Directors to sign for Dr. Aniol's 45 years of service.

10. ADJOURNMENT

The meeting was adjourned by Mr. Dumontier at 7:48 pm.

11. DATE OF NEXT MEETING: February 28, 2023.

12. IN CAMERA



Ms. Angela Bishop

President & CEO



Ms. Sonia Green

Board Chair