

Board of Directors Meeting MINUTES

Date: October 26, 2021

Time: 5:30 PM

Location: Board Room & Zoom

Chair: Ms. Eleanor Vachon

Present: Ms. Eleanor Vachon, Ms. Sonia Green, Mr. Dennis Gushulak, Mr. John Frostiak, Ms. Dianne Pertoci, Ms. Arlene Swanwick, Ms. Holly Stamarski, Mr. Marshall Dumontier

Staff: Ms. Hannah Kochuk, Mr. Alex McAuley, Ms. Amanda Kaczmarek, Dr. Akila Whiley, Ms. Sue LeBeau, Ms. Meghan Gilbert, Dr. Diane Zielke

Regrets: Ms. Audrey Blazek

Guests: Ms. Marcia Scarrow, Dr. Michael Bartucci

1. CALL TO ORDER

Meeting was called to order by Ms. Eleanor Vachon at 5:29 PM.

1.1. Quorum

Quorum was established.

1.2. Acceptance of Agenda

Item 2 was removed from the agenda

The following motion was brought forward:

MOTION NO: 21-33 Moved: D. Gushulak Seconded: D. Pertoci

That the agenda for the October 26, 2021, meeting of the RLMCMH Board of Directors be accepted with the proposed changes.

Vote for motion: Carried.

1.3. Declaration of Conflict of Interest

None Declared

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, September 28, 2021
- 2.2. Minutes, Quality Committee, September 12, 2021
- 2.3. Minutes, Resource and Planning Committee, September 19, 2021
- 2.4. Minutes, Medical Advisory Committee, June 24, 2021

The following motion was brought forward:

MOTION NO: 21-34 Moved: M. Dumontier Seconded: A. Swanwick

That the consent agenda of the October 26, 2021 meeting of the RLMCMH Board of Directors be accepted as presented.

Vote for motion: Carried.

3. EDUCATION

- 3.1. Generative discussion: Mental Health, Addictions and the power of connection
 - A video about Joseph's story was played for the attendee's

4. BUSINESS ARISING

4.1. COVID Update

- The Hospital staff vaccination rate is over 99%.
- We have not gone as far as requiring patients or care providers to have both vaccinations, although we encourage.
- The Isolation Centre continues to see moderate volumes with funding remaining until December.

4.2. Governance Committee

- Continued discussion from the meeting in September regarding Board’s forum to address Governance issues. A briefing note was attached for review.
- Ms. LeBeau described each of the four options to address governance issues.
- Option three, expanding the scope of the Nominations Committee to become Governance and Nominations, was approved. In moving governance to a smaller group, some directors expressed that we need to ensure all Directors learn about Governance matters.

The following motion was brought forward:

MOTION NO: 21-35 Moved: A. Swanwick Seconded: D. Gushulak

That the scope of the Nominations Committee be widened to include Governance and that the new Committee be named Governance and Nominations

Vote for motion: Carried.

5. NEW BUSINESS

5.1. Financial Statements

- Mr. McAuley went through the financial statements that were included in the package.
- All additional revenues for one-time payment relate to COVID
- All COVID expenses are being covered by the Ministry of Health. Our revenue remains stable.

The following motion was brought forward:

MOTION NO: 21-36 Moved: J. Frostiak Seconded: D. Gushulak

That the RLMCMH Board of Directors approves of the financial statements dated September 30, 2021, as presented.

Vote for motion: Carried.

5.2. Safe Beds

- Moved to in camera

5.3. Policy Approval

5.3.1. Committee Principles, Rules & Regulations, BG-MTG-04

5.3.2. Executive Limitations / Communication & Support to the Board, BG-CEO-03

5.3.3. Services and Supplies Procurement and Ethics, BG-CEO-06

The following motion was brought forward:

MOTION NO: 21-37

Moved: A. Swanwick

Seconded: S. Green

That the Board of Director's policies, Committee Principles, Rules & Regulations, BG-MTG-04, Executive Limitations / Communication & Support to the Board, BG-CEO-03, Services and Supplies Procurement and Ethics, BG-CEO-06 be accepted with proposed changes

Vote for motion: Carried.

5.4. Review Capital Plan Spending

- Corresponding documents were included in the package. These are the expenditures this year for dollars expended this fiscal year.
- Mr. Dumontier brought up the railing out front as a safety issue to be reviewed again.

5.5. Succession Plan Overview

- Succession plan update shared. Plan is updated at least annually. It is inherently challenging to fully plan succession for specialty departments.

5.6. Retreat Planning

- Dates have been finalized; November 26-27.
- The agenda was discussed, and will include:
 - Two facilitated discussions on Governance, as requested by Directors.

- Kenora All-Nations' Ontario Health Team story.
- Opening and sharing of stories by the Indigenous Patient Experience Working Group. This will occur at our Fire Gathering space behind the Hospital, weather permitting.

6. CORRESPONDENCE/INFORMATION

7. EMERGING ISSUES FOR DISCUSSION

8. REPORTS

8.1. RLMCH Foundation

- The Foundation has been looking at whether or not to continue with the 50/50 draws.

8.2. RLMCH Auxiliary

- Continuing with Catch the Ace with the pot at over \$4,000.
- Flower bed will be changed from a fall theme to winter theme shortly.
- All supplies for Christmas cakes have been purchased.

8.3. Medical Advisory Committee

- Discussion of challenges involved in sending patients for assessment at other hospitals with and without a Nurse. Thunder Bay has implemented an onsite transfer nurse this month, for patients going for Diagnostic Imaging.

8.4. Quality Committee Update

- Gave an update on the x-ray machine which was put into operation this month.

8.5. R&P Committee Update

- Topics were already discussed in prior agenda items in this meeting.
- We did not receive the full amount of HIRF Funding we had requested for the completion of the Nurse Call and Real-time

Locating System. This year's funds will be applied to our heating system.

8.6. Chief Nursing Executive

- The CNE's at a local level are looking into a partnership with Nipissing University to discuss HHR challenges. This would allow RPN's to enter a bridge program that would allow them to receive their RN degree.
- Maintenance Care system programming training has commenced. This system will track our capital equipment, including preventive maintenance and repair work.

8.7. Chief Executive Officer

- CEO report was included in the package.

8.8. Regional Services Committee

- No information available.

9. MEETING EFFECTIVENESS SURVEY

10. CELEBRATIONS

- Amanda Kaczmarek, Director of Quality and Risk was welcomed back from leave, and recognized for her ability to dive back into teamwork.

11. ADJOURNMENT

The meeting was adjourned by Mr. John Frostiak at 7:40 PM.

12. DATE OF NEXT MEETING: November 23, 2021

Ms. Vachon reopened the meeting at 8:31 PM.

The following motion was brought forward:

MOTION NO: 21-38

Moved: D. Gushulak

Seconded: A. Swanwick

That the RLMCMH Board of Directors approve the Nominating Committee's recommendation of Ms. Shawnda Norlock to fill the Board Vacancy

Vote for motion: Carried.

The meeting was adjourned by Ms. Arlene Swanwick at 8:33 PM.



Ms. Sue LeBeau

President & CEO



Ms. Eleanor Vachon

Committee Chair