

## BOARD OF DIRECTORS

### OPEN MINUTES

Tuesday, September 22, 2020 at 1730 hours

Hospital Boardroom / GoToMeeting

<b>Present:</b>	Bruce Hawkins, Chair (via telecon)	Denise Balch (via telecon)
<b>Elected Directors:</b>	Richard Males (via telecon)	Dan Fenety (via telecon)
<b>(Voting)</b>	Pascal Simard (via telecon)	Jocelyn Moreno (via telecon)
	Patricia Willard-Inglis (via telecon)	Georgette Saxton (via telecon)

<b>Ex Officio Directors:</b>	Mike Baker, Secretary	Erin Montgomery
<b>(Non-Voting)</b>	Dr. Colleen Davies	

**Recording Secretary:** Jocelyne Julien

<b>Regrets:</b>	Dr. Nichole Currie	Jim Rowe
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**Quorum** - majority of Voting Members or 6 Voting Members

***With the COVID-19 pandemic and the social distancing guidelines, the Board of Directors meeting is being held virtually via GoToMeeting.***

**1. Call to Order** - The meeting was called to order at 1735 hours.

**2. Declaration of Conflict of Interest** - None.

**Dan Fenety joined the meeting at 1736 hours.**

**3. Approval of the Agenda** - The agenda was presented for approval with no objections.

**4. Approval of the Previous Minutes**

The minutes of the Open Board of Directors meeting of June 23, 2020 were taken as read and verified.

**5. Education Session: Patient Safety at a Governance Level: Critical Incidents**

The presentation including a copy of hospital policy 'ADM-G-52 Critical Incident; Identification, Disclosure and Management Of' and procedure 'QPS-GEN-0002 Critical Incident, Disclosure and Management Of' was pre-circulated for members review **(Appendix A)**. Mike Baker presented on critical incidents at a Governance level. A concern was raised and discussion ensued regarding the timing of notification to the Board of critical incidents.

The Accreditation standard for critical incidents was reviewed by Erin Montgomery. Frequency and severity of safety incidents are regularly reviewed through RL Solutions and summary reports are provided to the Medical Advisory Committee and flow through their minutes to the Board.

**6. Board Chair Report**

Bruce Hawkins' report was circulated for members' information **(Appendix B)**. After a delay due to COVID-19, it is time to move forward with appointing new Directors for the Board.

Four applications were received for two positions. Guidance will be obtained from the Governance Committee and interviews arranged in the coming weeks.

## **7. Administration Report**

### **7.1. President & Chief Executive Officer's Report**

Pre-circulated for members' review was Mike Baker's report (**Appendix C**) which focused on the current pandemic situation of COVID-19 and the hospital's response. Trend charts were pre-circulated for members' information. The deaths in the region stand at 9-Timmins, 15-Sudbury, 1-North Bay, 0-Timiskaming. Surrounding communities of Sudbury, Timmins and North Bay have seen an increase in COVID cases over the past week.

The operations scorecard for the period ending August 31, 2020 was pre-circulated for members' review (**Appendix D**).

Temiskaming Hospital will receive HIRF funding in the amount of \$27,599 for fiscal 2020/2021.

**Patricia Willard-Inglis left the meeting at 1841 pm.**

As this was Patricia's last Board meeting, Bruce Hawkins on behalf of the Board, thanked her for her dedication to the Board over the past twelve years.

### **7.2. Chief Nursing Executive's Report**

The report (**Appendix E**) was pre-circulated for members' information which focused on:

- Clinical Operations:
  - Resumption of services: The Leadership team has been working with their respective departments gradually bringing services back to pre-COVID levels.
  - Wave 2 Planning: Weekly meetings held focusing on areas of facility infrastructure, infection prevention & control enhancements, health human resources, supplies/equipment, testing capacity, patient flow and surge planning/capacity in anticipation of second wave.
- Quality & Safety: 2 sites visits from the Ontario College of Pharmacists and the Institute for Quality Management in Health care were completed. Results are in the Report.

## **8. Committees**

### **8.1. Quality & Service Planning Committee**

Pre-circulated for members' information were the minutes of the meeting held on September 9, 2020. Erin Montgomery reported on the meeting.

### **8.2. Finance & Resource Planning Committee**

Pre-circulated for members' information were the minutes of the meeting held on September 15, 2020. Pascal Simard noted the hospital's year end projected operating deficit at \$1,824,298 a variance of \$679,618 from budget. A detailed review of the significant impact of COVID-19 on revenues and expenses was provided.

**Denise Balch joined the meeting at 1903 hours.**

#### **MOTION 1**

Moved by: Richard Males Seconded by: Dan Fenety

*That the Report of the Treasurer be approved.*

**CARRIED**

**MOTION 2**

Moved by: Pascal Simard Seconded by: Richard Males  
That the Board of Directors approves the 2019/20 Attestation of Compliance with Applicable Broader Public Sector Guidelines.

**CARRIED**

**8.3. Medical Advisory Committee**

Pre-circulated for members' information were the minutes of the meeting held on September 8, 2020. Dr. Colleen Davies noted Physician Recruitment is going well, still recruiting for specialists.

**9. Hospital Foundation Report - Deferred.****10. Correspondence / For Information Purposes**

Pre-circulated for information purposes:

- Newspaper Clippings & Facebook Posts  
The community and internal communications program continues and feedback has been positive.

**11. In-Camera Business****MOTION 3**

Moved by: Pascal Simard Seconded by: Dan Fenety  
That the meeting move in-camera at 1925 hours.

**CARRIED**

**MOTION 4**

Moved by: Pascal Simard Seconded by: Denise Balch  
That the Open Board meeting reconvenes at 1936 hours with no report.

**CARRIED**

**12. Date of Next Meeting**

The next meeting will be held on Tuesday, October 27, 2020.

**13. Adjournment**

There being no further business, the meeting was adjourned at 1942 hours.

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Bruce Hawkins, Chair

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Mike Baker, Secretary