

# MINUTES (in Review)

## OPEN BOARD OF DIRECTORS MEETING

<b>Name:</b>	Temiskaming Hospital
<b>Date:</b>	Tuesday, March 23, 2021
<b>Time:</b>	5:30 PM to 8:15 PM
<b>Location:</b>	Boardroom / GoToMeeting, Temiskaming Hospital
<b>Board Members:</b>	Jim Rowe, Bruce Hawkins (Chair), Bob Norris, Dan Fenety, Denise Balch, Georgette Saxton, Jocelyn Moreno, Richard Males, Sandra Perreault
<b>Attendees:</b>	Adrian Thiel, Carla Porter, Dr. Colleen Davies, Erin Montgomery, Mike Baker
<b>Apologies:</b>	Dr. Nichole Currie, Pascal Simard

### 1. Welcome

#### 1.1 Call to Order

The meeting was called to order at 1735 hours.

#### 1.2 Declaration of Conflicts of Interest

#### 1.3 Approval of Agenda

The agenda was presented for approval with no objections.

### 2. Approval of Previous Minutes

#### 2.1 February 23, 2021

**Open Board of Directors Feb 23, 2021**, the minutes were confirmed as presented.

The minutes of the Open Board of Directors meeting were taken as read and verified.

### 3. Reports

#### 3.1 Board Chair

Bruce Hawkins report was pre-circulated for members' information.

#### 3.2 Chief Nursing Executive

Erin Montgomery's report was pre-circulated for members' information. The report covered COVID testing platforms, Quality Improvement Plan (QIP) 2021-2022, Mammography Service Accreditation, Echocardiography Service Accreditation and the hospitals' participation with assisting a northern hospital in terms of staffing shortage due to COVID exposures.

### 3.3 Vote - Quality Improvement Plan Extension



#### Vote - Quality Improvement Plan Extension

Although Health Quality Ontario paused the 2020-21 Quality Improvement Plans (QIP) due to COVID, Temiskaming Hospital continued with the implementation of targets and measures for 2020-21, The Board of Directors approves the QIP 2020-21 targets and measures continue on to 2021-22 adjusting targets to further quality improvement efforts. A close out on 2020-21 QIP will be completed in May with the Executive Compensation reconciliation.

**10 Supported:** Dan Fenety , Bruce Hawkins , Georgette Saxton , Sandra Perreault , Jim Rowe , Richard Males , Denise Balch , Jocelyn Moreno , Bob Norris

**0 Opposed:**

**0 Abstained:**

<b>Decision Date:</b>	Mar 23, 2021
<b>Mover:</b>	Dan Fenety
<b>Seconder:</b>	Georgette Saxton
<b>Outcome:</b>	Approved

### 3.4 Chief Financial Officer

The report was pre-circulated for members' review. Adrian Thiel provided highlights on vacancies, budget 2021-22, and process review/mapping of for revenue/receivables.

### 3.5 President & Chief Executive Officer

Pre-circulated for members' review and information was Mike Baker's report. The operations scorecard for the period ending February 28, 2021 and COVID trend charts were pre-circulated for members' information with updates shared at the meeting.

In November 2020 the Board supported the suspension of sub-committees for January, February and March. A recommendation to suspend Board sub-committees for April, May and June was raised for consideration providing a modified work plan schedule with a number of items to be: brought straight to the Board meeting, postponed or cancelled. Discussion was held on the benefits, risks and strategies. The following was considered:

- Finance Committee will meet to receive the KPMG's audit report.
- A special meeting of the Board will be held on the topic of the ONE project with a comprehensive review to form a decision.
- The Quality Committee Chair will meet with Erin Montgomery to touch base on the workplan items. A special meeting will be scheduled for Accreditation preparation. It was agreed to defer meetings for April, May and June.
- The potential for Board Directors to meet offsite, face to face on committee related items was discussed but left open at this time.
- The Governance Committee will hold a meeting to prepare the slate of Directors and Officers.

### 3.6 Hospital Foundation

Jim Rowe provided an update of the Foundation's meeting.

## 4. Committee Reports

### 4.1 Vote - January Year End Projection

Adrian Thiel presented the January 2021 results reporting a projected operating deficit including COVID that has increased from December's projection to \$1,391,167.

In the course of the CFOs review for both the actuals and the HAPS, some potential flaws in the forecasting methodology could result in a significant change in our operating results for this year. An explanation, action plan and results will be presented at the April Board meeting. More aggressive cost controls are being implemented to further tighten spending and approvals.

KPMG will complete the audit the week of May 3rd.



#### Vote - January Year End Projection

That the Report of the Treasurer be approved.

**9 Supported:** Denise Balch , Jocelyn Moreno , Bruce Hawkins , Richard Males , Jim Rowe , Dan Fenety , Georgette Saxton , Bob Norris , Sandra Perreault

**0 Opposed:**

**0 Abstained:**

<b>Decision Date:</b>	Mar 23, 2021
<b>Mover:</b>	Denise Balch
<b>Seconder:</b>	Bob Norris
<b>Outcome:</b>	Approved

### 4.2 Vote - 2021-22 Hospital Service Accountability Agreement (HSAA) Extension



#### Vote - 2021-22 Hospital Service Accountability Agreement (HSAA) Extension

That the Board of Directors approves signing the H-SAA Amending Agreement.

**9 Supported:** Sandra Perreault , Bruce Hawkins , Dan Fenety , Jim Rowe , Jocelyn Moreno , Richard Males , Bob Norris , Georgette Saxton , Denise Balch

**0 Opposed:**

**0 Abstained:**

<b>Decision Date:</b>	Mar 23, 2021
<b>Mover:</b>	Denise Balch
<b>Seconder:</b>	Richard Males
<b>Outcome:</b>	Approved

### 4.3 Public Sector Salary Disclosure

Mike Baker noted the public sector salary disclosure for 2020 was filed. A copy was pre-circulated for members' information.

#### 4.4 **Vote - Cost of Living Adjustment (Administration)**



##### **Vote - Cost of Living Adjustment (Administration)**

That the Board of Directors approve a 1.0% increase in administrative compensation, effective April 1, 2021.

**9 Supported:** Dan Fenety , Jocelyn Moreno , Jim Rowe , Richard Males , Georgette Saxton , Bob Norris , Bruce Hawkins , Denise Balch , Sandra Perreault

**0 Opposed:**

**0 Abstained:**

**Decision Date:** Mar 23, 2021

**Mover:** Dan Fenety

**Seconder:** Richard Males

**Outcome:** Approved

A briefing note on the cost of living adjustment for Administration (non-union) was pre-circulated for members' review and decision.

#### 4.5 **2021/22 Hospital Accountability Planning Submission (HAPS) / Budget**

Deferred to April Board Meeting.

#### 4.6 **Risk Management Report**

Adrian Thiel provided an overview of the report; there were no questions.

#### 4.7 **Director Self-Assessment Survey Report**

There will be one vacancy come June. There were no objections to the Governance Committee Chair following up with a candidate that was previously interviewed at a time there were more candidates than positions available. Alternatively, advertising will be pursued.



##### **Follow up with prior candidate for Board Director Vacancy.**

Richard Males will contact [candidate] to inquire if she remains interested in sitting on the Board of Directors at this time.

**Due Date:** Apr 5, 2021

**Owner:** Richard Males

#### 4.8 **Board Succession Plan**

A current succession plan was pre-circulated for members' information. Assisted discussion in item 4.7.

#### 4.9 **Medical Advisory Committee**

Dr. Colleen Davies provided highlights of the March 9, 2021 Medical Advisory Committee minutes. Discussion was held on the succession plan for the PSA Executive.

Dr. C. Davies provided positive comments in terms of moving forward with the ONE project from a medical/patient care perspective.

## 5. Correspondence / For Information Purposes

### 5.1 Letters, Newspaper Clippings & Facebook Posts

Pre-circulated for information purposes were:

- newspaper clippings;
- Facebook posts;
- Transfer Order Notice Re: NE LHINs health system planning functions to Ontario Health and Trillium Gift of Life; and
- News Release re: Ontario Supporting Hospitals with Additional Funding during COVID-19.

Erin Montgomery provided a description of Choosing Wisely Canada which is the national voice for reducing unnecessary tests and treatments in health care. The hospital recently was recognized for achieving level 1 designation. Professional staff receive regular education on best practices and many refer to Choosing Wisely not only within hospital but within their clinics.

## 6. In-Camera Business

### 6.1 Vote - Move to In-Camera



#### Vote - Move to In-Camera

That the meeting move in-camera at 1953 hours.

9 Supported

0 Opposed

0 Abstained

<b>Decision Date:</b>	Mar 23, 2021
<b>Mover:</b>	Sandra Perreault
<b>Seconder:</b>	Jocelyn Moreno
<b>Outcome:</b>	Approved

### 6.2 Vote - Reconvene Open Meeting



#### Vote - Reconvene Open Meeting

That the Open Board meeting reconvenes at 2015 hours.

9 Supported

0 Opposed

0 Abstained

<b>Decision Date:</b>	Mar 23, 2021
<b>Mover:</b>	Denise Balch
<b>Seconder:</b>	Sandra Perreault
<b>Outcome:</b>	Approved

## 7. Adjournment

### 7.1 Adjourn the meeting

**Next meeting:** Open Board of Directors - Apr 27, 2021, 5:30 PM

Meeting without Management to follow.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_