

CONFIRMED MINUTES

OPEN BOARD OF DIRECTORS

At the **Open Board of Directors** on **Mar 28, 2023** these minutes were **confirmed as presented**.

Name:	Temiskaming Hospital
Date:	Tuesday, January 24, 2023
Time:	5:30 PM to 9:09 PM (EST)
Location:	Boardroom / GoToMeeting, Temiskaming Hospital
Board Members:	Jim Rowe (Chair), Derrick Wardell, Bruce Hawkins, Christine Beeson, Dan Fenety, Dania Johanson, Denise Balch, Jocelyn Moreno, Sandra Perreault, Walter Humeniuk
Attendees:	Carla Porter, Jessica Stewart, Mike Baker, Dr. Ryan Sayer, Dr. Stacy Desilets

1. Welcome

1.1 Call to Order

The meeting was called to order at 1731 hours.

1.2 Land Acknowledgment

The Vice Chair offered a Land Acknowledgement.

1.3 Declaration of Conflicts of Interest

1.4 Approval of Agenda

The agenda was presented for approval with no objections.

2. Approval of Previous Minutes

2.1 November 29, 2022

Open Board of Directors Nov 29, 2022, the minutes were confirmed as presented.

3. In-Camera Business

3.1 Motion - Move to In-Camera



Motion - Move to In-Camera

That the meeting move in-camera at 1737 hours.

8 Supported

0 Opposed

0 Abstained

Decision Date: Jan 24, 2023
Mover: Sandra Perreault
Second: Jocelyn Moreno
Outcome: Approved

3.2 Motion - Reconvene Open Meeting



Motion - Reconvene Open Meeting

That the Open Board meeting reconvenes at 1813 hours with no report.

9 Supported

0 Opposed

0 Abstained

Decision Date: Jan 24, 2023
Mover: Bruce Hawkins
Second: Christine Beeson
Outcome: Approved

4. For Discussion

4.1 Emergency Department

A presentation on the operation of the Emergency Department (ED) is being provided upon the Boards' request from the last meeting. A reoccurring topic of interest from the Board is ED wait times.

From Rikki Hendrickson's presentation, see attached, the following points were noteworthy:

- Rural Medicine
 - Physicians operate in a family health team or other clinical structure and cover one or more services, such as: Obstetrics, anesthesiology, emergency department, special care unit, surgical assist, gerontology and hospitalist.
 - 25 physicians provide the broadest range of services for our community.
- Blessed to have a compliment of 15 physicians working in the ED; which is the envy of Northern Hospitals.
 - Eight of the physicians have less that five years experience, and four have less than one year.
- Understanding of the ED and its operations, nursing model, patient flow, patient engagement, and department initiatives.
- A history of ED improvements was reviewed.

- Incremental improvements to ED wait times is not a sole focus. Improvements on patient flow are being worked on.
- Canadian Triage and Acuity Scale.
- Notable suggestions for improvement: common communication with primary care and community care (eg Pharmacy).
- lack of / differing health literacy, person to person.
- Interpreting the data and ED performance.
- Board Directors can support staff with messaging when being approached, that physicians and nursing work as quickly and safely as they can ensuring patients are getting the right care and safe care.

Questions were addressed and the complexity of differing situations explained.

Dr. Desilets exited the meeting at 1934 hours.

4.2 Patient Relations Matter

Following the last meeting, the Board asked for further explanation related to the patient relations matter. Mike Baker and Jessica Stewart provided a briefing note explaining how clinical service operations remain optimal in times of unprecedented clinical pressures inclusive of care partner presence.

Derrick Wardell joined the meeting at 1936 hours.

Jessica Stewart provided an explanations of the graphs that evaluate a snapshot of service provision pressures experienced in the fall of 2022 (see chart/graph attached). The evaluation of the extenuating circumstances and increased volumes allows for review of organizational processes and identification of any areas that have potential for quality improvement mitigation, inclusive of care partner presence policy implementation.

Mike Baker addressed from a governance perspective, the Board can be assured that the hospital has been using experienced and expert advice in continually assessing the situation as COVID unfolds. The particulars of the patient matter were addressed. Decisions are reviewed frequently, based on science and facts.

4.3 Promotion - Social Media

Walter Humeniuk raised promotion of alcohol by the Hospital and its associated Foundations given its negative impact on peoples health with the suggestion to dissuade from further alcohol promotions. Walter explained his experience in terms of training and research on the matter with a recommendation to align with public health messaging.

Mike Baker prepared a briefing note, which was circulated to members' at the time of the meeting.

Mike's recommendation was accepted by the Board to approach the Foundation to engage the Hospital's Ethicist to review ethical fundraising and the impact on the Foundation, including the current situation. A policy will be instituted on the outcome of the review.

5. Education Session

5.1 Clinical Services - Deferred.

6. Reports

6.1 Board Chair - no report.

6.2 President & Chief Executive Officer

Pre-circulated for members' review and information was Mike Baker's report, see attached. The operations scorecard for the period ending December 31, 2022 and COVID trend charts were pre-circulated for members' information.

6.3 Chief Nursing Executive

Jessica Stewart's report was pre-circulated for members' information, see attached.

6.4 Corporate Services

The report was pre-circulated for members' review, see attached. Mike Baker reported on the corporate services departments.

6.5 Hospital Foundation

The Foundation is recruiting for a replacement of the Foundation Assistant. The new campaign is launching February 1, 2023, called "Your Health, Our Mission". The Radiothon is scheduled for Friday, February 10, 2023.

7. Committee Reports

7.1 Quality & Service Planning Committee, Minutes of January 11, 2023

Sandy Perreault provided highlights of the meeting.

7.2 Finance & Resource Planning Committee, Minutes of January 16, 2023

Dr. Ryan Sayer exited the meeting at 2041 hours.

Christine Beeson provided highlights of the meeting.

7.3 Motion - November Year End Projection



Motion - November Year End Projection

That the Report of the Treasurer be approved.

10 Supported: Bruce Hawkins , Christine Beeson , Dan Fenety , Dania Johanson , Denise Balch , Derrick Wardell , Jim Rowe , Jocelyn Moreno , Sandra Perreault , Walter Humeniuk

0 Opposed:

0 Abstained:

Decision Date: Jan 24, 2023
Mover: Walter Humeniuk
Seconder: Sandra Perreault
Outcome: Approved

7.4 Motion - Audit Plan, fees and Engagement

Sara Lingenfelter from KPMG joined the meeting and presented on the audit plan: quality, scope, assessment of risks, areas of focus, key milestones and deliverables, fees and newly effective auditing standards.



Motion - Audit Plan, fees and Engagement

That the Board of Directors accepts the audit plan for year end March 31, 2023.

10 Supported: Bruce Hawkins , Christine Beeson , Dan Fenety , Dania Johanson , Denise Balch , Derrick Wardell , Jim Rowe , Jocelyn Moreno , Sandra Perreault , Walter Humeniuk

0 Opposed:

0 Abstained:

Decision Date: Jan 24, 2023
Mover: Dan Fenety
Seconder: Dania Johanson
Outcome: Approved

7.5 Motion - 2023-24 Budget /Hospital Accountability Planning Submission (HAPS)

Mike Baker highlighted the 2023-24 budget and the security proposal included in the budget with a \$1,585,700 deficit. Dependent on the Ministry's funding, departments have a contingency plan. Mike addressed questions and concerns with submitting a deficit.



Motion - 2023-24 Budget /Hospital Accountability Planning Submission (HAPS)

That the Board of Directors approves the 2023-24 budget as presented.

10 Supported: Bruce Hawkins , Christine Beeson , Dan Fenety , Dania Johanson , Denise Balch , Derrick Wardell , Jim Rowe , Jocelyn Moreno , Sandra Perreault , Walter Humeniuk

0 Opposed:

0 Abstained:

Decision Date: Jan 24, 2023
Mover: Dania Johanson
Seconder: Walter Humeniuk
Outcome: Approved

7.6 Motion - 23/24 Priority Capital Equipment



Motion - 23/24 Priority Capital Equipment

That the Board of Directors approves the use of investments of up to \$458,000 on capital expenditures for FY 2023-24 based on achieving a balanced budget.

10 Supported: Bruce Hawkins , Christine Beeson , Dan Fenety , Dania Johanson , Denise Balch , Derrick Wardell , Jim Rowe , Jocelyn Moreno , Sandra Perreault , Walter Humeniuk

0 Opposed:

0 Abstained:

Decision Date: Jan 24, 2023
Mover: Dan Fenety

Seconded: Dania Johanson
Outcome: Approved

7.7 Medical Advisory Committee, Minutes of December 8, 2022 + January 12, 2023

7.8 Governance Committee, Minutes of January 12, 2023

Bruce Hawkins provided an overview.

7.9 Motion - President & CEO Job Description



Motion - President & CEO Job Description

That the Board of Directors approves the amended job description for the President & CEO.

10 Supported: Bruce Hawkins , Christine Beeson , Dan Fenety , Dania Johanson , Denise Balch , Derrick Wardell , Jim Rowe , Jocelyn Moreno , Sandra Perreault , Walter Humeniuk

0 Opposed:

0 Abstained:

Decision Date: Jan 24, 2023
Mover: Dan Fenety
Seconded: Sandra Perreault
Outcome: Approved

7.10 Motion - Consent Agenda Policy



Motion - Consent Agenda Policy

That the Board of Directors approves policy GOV-XX Consent Agenda, and approves the new board agenda template.

10 Supported: Bruce Hawkins , Christine Beeson , Dan Fenety , Dania Johanson , Denise Balch , Derrick Wardell , Jim Rowe , Jocelyn Moreno , Sandra Perreault , Walter Humeniuk

0 Opposed:

0 Abstained:

Decision Date: Jan 24, 2023
Mover: Bruce Hawkins
Seconded: Walter Humeniuk
Outcome: Approved

8. Correspondence / For Information Purposes

8.1 Newspaper Clippings & Facebook Posts

Pre-circulated for information purposes were:

- newspaper clippings; and
- social media posts.

9. Adjournment

9.1 Adjourn the meeting

Next meeting: Open Board of Directors - Mar 28, 2023, 5:30 PM

Meeting without Management to follow.

Signature: _____

Date: _____