



MEETING MINUTES

Board of Directors

Location: Resource Room/ Virtual

Date: March 22, 2023 Call to Order: 17:30h

Present:

B. Moore-Bunney, Chair	S. Boyko	C. Brown	D. Jones
J. McMaster	V. Simpson		
D. Armstrong-Ross	B. Cook	D. Goulet	J. Mallyon

Staff Present:

K. Campbell	A. McAuley	S. Moore	L. Nabb
L. Waller			

Regrets:

B. Callewaert	B. Szabo	K. Campbell	L. Nabb
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A. Call to Order: B. Moore-Bunney, Chair, called the meeting to order at 17:29 hours.

Land Acknowledgement Statement: Dr. B. Cook, Chief of Staff, opened the meeting with a land acknowledgement statement.

Declaration of Conflict of Interest: none declared.

Connecting to Purpose- Patient Story/ Organizational Success: J. Mallyon, Chief Nursing Executive, shared a story where staff showed great compassion and care for a mother caring for a sick child; they went above and beyond to care for patient while their mother went home to rest and care for herself.

B. Approval of Agenda: ADDITION: Ministry of Health Memo RE: Ontario Hospitals (Information Item)

C. Presentation: none.

D. Board Education: none.

E. Consent Agenda: the following items were circulated and reviewed; D. Armstrong-Ross, Chief Executive Officer noted that the Joint Report from the CEO/COS/CNE was not completed for the March meeting.

- *Minutes of the Board of Directors Meeting [Jan. 2023]*
- *Minutes of the Quality Committee Meeting [Feb. 2023]*
- *Minutes of the Governance Committee Meeting [Feb. 2023]*
- *Dryden Area Family Health Team Report*
- *Director Attendance*
- *Board Meeting Evaluation Summary*

MOTION #86 2022/2023: THAT the Board of Directors approves the consent agenda, as amended.

Moved: V. Simpson **Seconded:** D. Jones

CARRIED.

F. Business Arising from the Consent Agenda:

Policy Review: D. Armstrong-Ross reiterated that the CEO/ Chief of Staff Performance Evaluation was a policy, and that a more specific procedure for evaluations and compensation reviews was to follow. All other policies were part of their regular review.

MOTION # 87 2022/2023: THAT the Board of Directors approves the following policies, as recommended by the Governance Committee:

- *CEO/ Chief of Staff Performance Evaluation & Compensation Review Policy*
- *Client/ Patient Bill of Rights & Responsibilities*
- *Governance Policy*
- *Observer Comments at Board of Directors Meetings Policy*
- *Recognition of Long-Term Service by Directors Policy*
- *Transient Traders Policy*

Moved: C. Brown **Seconded:** S. Boyko

CARRIED.

2023/2024 Quality Improvement Plan (QIP): J. Mallyon briefly presented an overview of the 2023/2024 QIP, which had previously been vetted through the Quality Committee. Before asking for a motion for approval, J. Mallyon one minor change to the draft plan included in the package, to

amend the scope of the project related to Medication Reconciliation to include all patients, not just patients at the Dryden Area Family Health Team. No concerns raised with this proposed change.

MOTION #88 2022/2023: THAT the Board of Directors approves the 2023/2024 Quality Improvement Plan (QIP), as recommended by the Quality Committee.

Moved: D. Jones **Seconded:** S. Boyko

CARRIED/DEFEATED.

2023-2026 Communications & Community Engagement Plan: L. Waller, Communications & Board Liaison briefly provided an overview of the draft 2023-2026 Communications & Community Engagement Plan previously reviewed by the Governance Committee, noting that this is a public document. No concerns raised with the draft plan.

MOTION #89 2022/2023: THAT the Board of Directors approves the 2023-2026 Communications & Community Engagement Plan, as recommended by the Governance Committee.

Moved: S. Boyko **Seconded:** V. Simpson

CARRIED.

Medical Vacuum Replacement Project: A. McAuley, Chief Financial Officer, noted that typically such projects would be vetted through the Resource Committee prior to coming to the Board as whole, however due to time constraints on the use of Health Infrastructure Renewal Funding (HIRF), it was necessary to review at the Governance Committee instead. A. McAuley noted that the current medical vacuum had exceeded its useful life, and unlikely to be repairable in the future, and that loss of this system would prevent the Hospital from providing adequate care for patients. Notes that a deal has been struck with the vendor to use \$120,000 of this year's HIRF to go towards this project, and plan to use next years funding for the remainder of the project.

Discussion was held on how the life cycle of equipment is tracked and replacements are planned and budgeted for; A. McAuley stated that due to the often last minute nature of HIRF funding announcements, it makes it difficult to plan, however there is tracking of when equipment is estimated to require replacement that is consulted when submitted for HIRF funding.

MOTION #90 2022/2023: THAT the Board of Directors approves the allocation of funds to complete the Medical Vacuum Upgrade project, as recommended by the Governance Committee

Moved: J. McMaster **Seconded:** D. Jones

CARRIED.

G. New Business

Q3 Corporate Scorecard: D. Armstrong-Ross provided an overview of the Q3 scorecard, noting challenges with Emergency Department patient satisfaction scores since moving to the in-house survey at the start of this fiscal year. Noted increase in workplace violence incidents attributed to both an increase in violent patients particularly in the Emergency Department, staff being encouraged to report incidents of violence, and lower tolerance for abusive or harassing behaviour from care providers. Successes in the last quarter included wait times for rehab services, and improvements in Emergency Left-Without-Being Seen (LWBS) attributed to addition of Nurse Practitioners in the department.

Monthly Financial Statements: A. McAuley presented the financial statements to the end of February, noting few changes from the previous report, anticipating an approximately \$1 million deficit by end of fiscal year. Variance mainly attributed to agency nurse staffing costs. A. McAuley also noted a new line not previously budgeted for to highlight Emergency Department NP remuneration, which is fully funded.

MOTION #91 2022/2023: THAT the Board of Directors approve the Financial Statements to February 28, 2023, as presented.

Moved: C. Brown **Seconded:** S. Boyko

CARRIED.

H. Information Items: the following information items were circulated:

- *Save the Date: DRHC Rewards & Recognition Night – April 13th, 2023*
- *Ministry of Health Memo RE: Ontario Hospitals*

I. Adjourn to In-Camera Session

MOTION #92 2022/2023: THAT the Board of Directors adjourns to an in-camera session at 18:05 hours.

Moved: J. McMaster **Seconded:** V. Simpson

CARRIED.

J. Business Arising from the In-Camera Session: the open session of the meeting resumed at 18:10 hours.

Credentialing of Professional Staff

MOTION #99 2022/2023: THAT the Board of Directors approve the credentialing of professional staff, as presented in the In-Camera Session

Moved: J. McMaster **Seconded:** S. Boyko

CARRIED.

K. Directors' Issues: none.

L. Adjournment

MOTION #100 2022/2023: THAT the Board of Directors adjourns the meeting at 18:11 hours.

Moved: V. Simpson **Seconded:** J. McMaster

CARRIED.



Brock Moore-Bunney, Chair



Doreen Armstrong-Ross, CEO