



**Minutes of the  
BOARD OF DIRECTORS MEETING  
April 22, 2020**

Resource Room, 58 Goodall Street, Dryden, Ontario

*Due to our efforts to respect the ever-evolving guidelines and directives for preparation and management of the COVID-19 pandemic, and our altruistic focus on protecting our vulnerable patients and our staff from the spread of COVID-19, the DRHC is diligently restricting access to the facility. As such, the Board of Directors for the Dryden Regional Health Centre held its regular monthly meeting for April virtually via teleconference and OTN.*

**1. CALL TO ORDER:** Judi Green, Chair of the Board of Directors called the meeting to order at 17:35 hours.

Recognition and remembrance of those who are working to keep our communities safe through the COVID-19 pandemic and for the victims, families, and first responders of the Nova Scotia tragedy were offered through a moment of silent reflection.

**2. ROLL CALL:**

<b>On-line via</b>	J. Green, Chair	M. Ferguson	J. Mallyon
<b>OTN:</b>	D. Armstrong-Ross	T. Ledoux	B. Moore-Bunney
	S. Boyko	A. McAuley	K. Seeley
<b>On-line via</b>	C. Brown	J. Park	G. Rabbat
<b>Teleconference:</b>			
<b>Staff Present via</b>	K. Campbell	L. Nabb	K. Vares
<b>OTN:</b>	S. Moore	C. Trist	
<b>Regrets:</b>	B. Cook		
<b>Guests:</b>	R. Martyn, CKDR		

**3. DECLARATION OF CONFLICT OF INTEREST:** None declared.

**4. CONNECTING TO PURPOSE: PATIENT STORY/ORGANIZATIONAL WIN:**

D. Armstrong-Ross shared a note of gratitude received from the Sioux Lookout Meno Ya Win Health Centre for the guidance and assistance offered by DRHC during their recent pharmacy redevelopment.

Ms. Armstrong-Ross also acknowledged the 'phenomenal team effort' by every single staff member as the organization responds to the COVID-19 pandemic.

**5. PRESENTATION: NONE**

**6. CONSENT AGENDA:**

The Board of Directors received and reviewed:

- A. MINUTES OF THE REGULAR BOARD MEETING – MARCH 2020
- B. REPORT FROM THE DRYDEN AREA FAMILY HEALTH TEAM

**MOTION #1 2020-21: THAT** the Board of Directors of the Dryden Regional Health Centre approves the items from the Consent Agenda, as amended.  
**Moved by: S. Boyko                      Seconded by: B. Moore-Bunney**  
**CARRIED**

**7. ITEMS SEVERED FROM THE CONSENT AGENDA: NONE**

**8. BUSINESS ARISING FROM THE CONSENT AGENDA:**

a) **Director Attendance**

Copies of the updated Director Attendance report were circulated and reviewed.

**9. NEW BUSINESS:**

Pillar	Topic	Priorities
<b>Our Patients and Families</b>	<p><b>Medical Staff Report</b>            Dr. G. Rabbat, President of the Medical Staff noted that physicians have shifted their practices to provide care to patients virtually as much as possible.</p> <p>Dr. Karen Mazurski and Dr. Mark Whittaker have stepped away from their retirements to provide support and assistance during the COVID-19 pandemic.</p> <p>Dr. Rabbat noted that precautions with respect to surgeries and COVID-19 are challenging and acknowledged the coordinated efforts of the Clinical and Surgical teams to make the operating rooms as safe as possible for everyone.</p> <p>D. Armstrong-Ross acknowledged the medical staff for the guidance and support provided during the pandemic.</p>	<ul style="list-style-type: none"> <li>★ <i>Integrate mental health across all services</i></li> <li>★ <i>Work with specific groups of patients and families to understand and improve their experience across the continuum of care</i></li> </ul>
	<p><b>Quality &amp; Safety Report</b>            Chair, J. Green, noted that the Quality &amp; Safety report normally provided to the Quality &amp; Safety Committee of the Board is being provided in conjunction with the regular meeting of the Board this month.</p> <p>J. Mallyon, VP/Chief Nursing Executive presented the Quality &amp; Safety Report noting specifically measured rates of falls, medication reconciliation compliance, hand hygiene and patient satisfaction.</p>	<ul style="list-style-type: none"> <li>★ <i>Advance evidence-based care, quality, and safety</i></li> </ul>

	<p>K. Vares, Director of Communication &amp; Relations presented the fourth quarter and year end results for complaints submitted to the organization from patients and family members who were not satisfied with their experience at the DRHC.</p>	<ul style="list-style-type: none"> <li>★ <i>Integrate mental health across all services</i></li> <li>★ <i>Work with specific groups of patients and families to understand and improve their experience across the continuum of care</i></li> <li>★ <i>Advance evidence-based care, quality, and safety</i></li> </ul>
	<p><b>Procurement – Disclosures and/or Reports – NONE</b></p>	
<p><b>Our People</b></p>	<p><b>OHA/BLG Governance Guidance Document</b>          The Board of Directors received and reviewed the Governance Advice During COVID-19 document shared by Borden Ladner Gervais through the Ontario Hospital Association.</p> <p>Chair J. Green noted that Board Leadership succession has been reviewed with the President &amp; Chief Executive Officer should the Chair and Vice-Chair need to be replaced on short notice.</p> <p>Chair J. Green discussed ongoing effective communication and noted that any questions for management be presented to K. Vares for relay to the attention of the Chair.</p> <p>Attention was brought to the temporary suspension of some of the Board’s priorities noting that when the time is right, the board will need to work together and with management to bring the work of the board and the organization to it new future state once the COVID-19 pandemic is over.</p>	<ul style="list-style-type: none"> <li>★ <i>Strengthen leadership capability</i></li> <li>★ <i>Continue to build a respectful, inclusive, safe, and healthy culture</i></li> <li>★ <i>Enhance the well-being of our people</i></li> </ul>
	<p><b>DRHC COVID-19 Response.</b>          D. Armstrong-Ross advised the Board on the great deal of work done within the organization in preparation for COVID-19 over the last 38 days or so including but not limited to the development and implementation of the Assessment Centre and the preparations and transfer of patients to an off-site location in the community. Ms. Armstrong-Ross noted that there is daily guidance from the Ministry of Health and Long-Term Care and Ontario Health and that efforts locally to flatten the curve of spread have been successful to date. Ms. Armstrong-Ross reported that there have been 4 positive</p>	

	<p>cases of COVID-19 in the community and that all 4 cases are resolved. Ms. Armstrong-Ross stated that the organization is a leader in the community with respect to engagement and support to partners and is actively participating in weekly meeting with the City of Dryden and the All Nations Health Partners in Dryden and collaborations with Kenora District Services Board with respect to planning for assistance with testing and isolation of the vulnerable populations within the community when needed.</p> <p>S. Moore, Lead for the Incident Management Team’s Human Resource Committee provided an overview of the Committee’s focus noting that regular meetings are held with labour leaders, non-union, and management representatives. Efforts have been focused on scheduling, redeployment of staff, communication, support for leaders, mental health supports for all staff, and the implementation of home teams and site teams.</p> <p>A. McAuley, Lead for the Incident Management Team’s PPE (Personal Protective Equipment) Committee noted that the team works with regional supply chains to secure PPE for the organization. He reported that current supplies are in good situation and acknowledge the support of local service providers, businesses, organizations, and individuals.</p> <p>C. Trist provided an update on the Information Technology activities including the installation and management of IT functions for the alternate patient site to run like an extension of the hospital and the support for individuals who have been designated to work from Home during the pandemic.</p> <p>L. Nabb provided update on the services and support offered to patients of the Family Health Team, Mental Health &amp; Addiction Services and Rehabilitation Services noting that most patient care is provided virtually. Some patients may be seen on-site at the DRHC when it has been determined that a face-to-face interaction is best.</p> <p>J. Mallyon, Lead for the Incident Management Team’s Surge and Clinical Teams provided update noting that the East Unit and Emergency Department have been redesigned to limit contact between patients, the alternate off-campus site has been providing care to 8 patients and that inpatient services have been prepared for a possible spike in patients admitted with COVID-19. The Clinical Team has been working on specific procedures ensuring safety and quality while caring</p>	<ul style="list-style-type: none"> <li>★ <i>Strengthen leadership capability</i></li> <li>★ <i>Continue to build a respectful, inclusive, safe, and healthy culture</i></li> <li>★ <i>Enhance the well-being of our people</i></li> </ul>
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	<p>for patients of COVID-19 as well as ensuring ample pharmaceutical stock and supply.</p> <p>K. Vares, Co-lead for the Incident Management Team’s Communication Team provided update on communication activities during COVID-19 pandemic including internal daily updates and key messaging, memos, emails, frequently asked questions, signage, patient visitation and communications specifically for patients, families, and visitors. External communication includes stakeholder updates, media releases and messaging through social media platforms.</p> <p>K. Campbell provided update on the activities of the Joint Occupational Health and Safety committee during COVID-19 including workplace inspections and regular meetings.</p>	
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<p><b>Our Partners</b></p>	<p><b>No agenda items.</b></p>	<ul style="list-style-type: none"> <li>★ <i>Engage with Indigenous peoples to develop culturally appropriate care to better meet their health needs</i></li> <li>★ <i>Work with our local, district, and regional partners to make high quality care more accessible and better coordinated</i></li> </ul>
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**11. IN-CAMERA SESSION:**

**Motion #2 2020/21:** THAT the Board of Directors of the Dryden Regional Health Centre adjourns to the In-camera session at 18:130hrs.  
**Moved by: M. Ferguson                      Seconded by: C. Brown**  
**CARRIED**

**12. BUSINESS ARISING FROM THE IN-CAMERA SESSION**

**Motion #8 2020/21:** THAT, the Board of Directors of the Dryden Regional Health Centre approves the 2019/20 Pay for Performance Plan and the credentials for Medical Staff, as presented in the In-Camera Session.  
**Moved by: B. Moore-Bunney              Seconded by: S. Brown**  
**CARRIED**

**13. DIRECTORS ISSUES – NONE**

**14. INFORMATION ITEMS: NONE**

**15. RESTRICTED IN-CAMERA - NONE**

**16. ADJOURNMENT**

**Motion #9 2019/20:** THAT, the Board of Directors of the Dryden Regional Health Centre adjourns the open session at 19:07 hours.  
**Moved by: T. Ledoux      Seconded by: M. Ferguson**  
**CARRIED**



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Judi Green, Chair



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Doreen Armstrong-Ross, Chief Executive Officer