Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Boardroom & via Zoom

Tuesday, April 2nd, 2024 at 5:30 pm

Present

Voting: Eric Pietsch Terry Popowich Dorene Boulanger

 Michael Davis Elaine Mannisto Donna Pelletier

 Ralph Humphreys Sanna Humphreys Cory Lightfoot

Non-Voting: Darryl Galusha Ian McPherson Savana Marino

 Monique Gosselin Dr. C. Starratt

 Jena Goulet (recorder)

Guest : Albert Tjong

Regrets

Voting: Bobby Jo Chenier

Non-Voting: Dr. R. Ciccarelli Dr. C. Bricks

**Board Composition (voting): 8 Elected 2 Appointments Total = 10**

**Current Vacancies (voting): 1 Elected 0 Appointments Total = 1**

**Total Board Members (voting): 10 Present: 9 Attendance: 90%**

**1.0 CALL TO ORDER**

**1.1 Welcome and Chair’s Opening Remarks**

● The meeting was called to order at 5:31 pm by E. Pietsch.

● E. Pietsch read the Treaty Acknowledgement.

**2.0 DECLARATION OF CONFLICTS OF INTEREST**

● None.

**3.0 ADOPTION OF THE AGENDA**

● E. Pietsch asked if there were any amendments to the agenda.

● Move Item 7.2 MAC Meeting Minutes –March 20th, 2024from *Consent Agenda* to Item 8.1 under *Items Lifted from Consent Agenda.*

● Move Item 7.1 Regular Board Meeting Minutes – March 5th, 2024from *Consent Agenda* to Item 8.2 under *Items Lifted from Consent Agenda.*

**It was moved by D. Boulanger and seconded by D. Pelletier that the agenda be approved as amended.**

**CARRIED.**

**RES 26**

**4.0 PRESENTATIONS**

**4.1 Wealth Management Report Q4**

● A. Tjong summarized the Wealth Management Report for the Board members.

● GDH’s asset allocation, as of March 21st, 2024, is worth $1,752,970 (86.18% in total fixed income, 2.2% in total cash & cash equivalent and 11.62% in total equity).

● A. Tjong informed the Board of Directors that one of the GICs is coming due and suggested that some of the funds be invested into another GIC.

● To date, GDH has invested $1,317,221 with a total investment return of $430,267.

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● The Patient Story was received by the Board members.

 **5.1.1 Donation & Thank You Letter – iTec**

**5.2 Invitation to the Volunteer Appreciation Social – April 17th, 2024**

● The invitation was received.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 8 (pages 178 - 244)**

● Nothing noted.

● Chapter 9 (pages 245 - 260) was assigned for reading for the next Board meeting.

**7.0 CONSENT AGENDA**

**7.1** **Regular Board Meeting Minutes – March 5th, 2024**

● Moved to Item 8.2 under *Items Lifted from Consent Agenda.*

**7.2** **MAC Meeting Minutes –March 20th, 2024**

● Moved to Item 8.1 under *Items Lifted form Consent Agenda.*

**7.3 CCS Report**

**7.4 CNE Report**

**7.5 Human Resources Report**

**7.6 Physician Recruitment Report**

**7.7 COS Report**

**It was moved by E. Mannisto and seconded by M. Davis to accept the Consent Agenda as amended.**

**CARRIED.**

**RES 27A**

***C. Lightfoot joined the meeting at 5:55 pm.***

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 MAC Meeting Minutes –March 20th, 2024**

● Clarifications regarding the hospitalist position were provided.

**8.2 Regular Board Meeting Minutes – March 5th, 2024**

● The Board members requested that a copy of the *Handbook of Board Governance,* presented at the March meeting, be ordered.

● Further discussion regarding dialysis services occurred. A nephrologist was contacted and it was expressed that the number of patients requiring dialysis is not feasible for GDH to provide the services. The Board members requested that statistics be gathered regarding these numbers.

**It was moved by D. Boulanger and seconded by S. Humphreys to accept the Items Lifted from the Consent Agenda as presented.**

**CARRIED.**

**RES 27B**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Building Committee (Ad Hoc) – Terms of Reference (BOD-GP 28)**

● Approved as presented.

**9.2 Outstanding Election Intention Forms**

● Outstanding forms to be provided to J. Goulet by Friday, April 5th, 2024.

**9.3 Outstanding Peer Assessment Forms**

● Outstanding assessments to be provided to J. Goulet by Friday, April 5th, 2024.

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Financial Highlights**

● I. McPherson summarized his report for the Board of Directors.

● GDH has a $1,860,825 YTD operating deficit as of January 31st, 2024. This is entirely due to Agency Nursing, Nurse Practitioner costs, ED Contingency costs, and Retro Payments due to arbitration awards:

● Agency Staffing: approximately $914,000 YTD – A portion of this will likely be offset by Ministry funding, however we have not received funding letters as of March 22nd.

● NP Costs: approximately $437,000 – Approved and promised $300,000 in NP funding, however we have only received $150,000 as of March 22nd.

● ED Contingency Costs: approximately $245,000 – It has been indicated that this will be fully funded, however we have not received funding letters for these costs as of March 22nd.

● Retro Payments: The full $715,000 has been received from the Ministry. The effect of the retros on budgets/base funding going forward has not yet been discussed.

● D. Galusha will be meeting with Catherine Wang, Assistant Deputy Minister for MOH next week to discuss GDH’s concerns. E. Pietsch will accompany him as Board representation.

**11.0 NEW BUSINESS**

**11.1 Incident Reports (RL6) – December 2023 - February 2024**

● The Board members expressed that they are happy to see staff members are comfortable enough to submit Incident Reports.

**11.2 Board Planning Cycle 2024/2025 – Draft**

● The Board members would like tours of the facilities scheduled for the Emergency Department, Kitchen & Laundry Departments, and the basement. The Kitchen & Laundry tour will be set for June, the basement in February, and the Emergency Department in March.

**11.3 CEO Relationship (BOD-BC 1-5) Policy Review**

● All policies were renewed without changes.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 HCAC Meeting Minutes –March 19th, 2024**

● The meeting minutes were received.

**12.2 QIC Meeting Minutes –March 21st, 2024**

● The meeting minutes were received.

**12.3 Geraldton Hospital Auxiliary Report**

● S. Humphreys provided a verbal report to the Board of Directors.

● The Board members were reminded about Auxiliary memberships and the LTC Garden Project.

**It was moved by E. Mannisto and seconded by D. Boulanger that the Linkages & Partnerships reports be accepted as presented.**

**CARRIED.**

**RES 28**

**13.0 CEO REPORT**

● D. Galusha summarized his report for the Board members.

● The number of Emergency Department visits has not decreased due to amount of people being brought in by OPP for drug abuse. D. Galusha will be meeting with the Chief of Staff to determine a solution to this problem. Discussion occurred.

● The CEO Group letter was discussed. The response was received today which stated that they will continue to move forward with health resources.

● GDH security was discussed.

● The Board members commended the 22-second response time by staff during a recent Code White drill.

 **13.1 SRN ED Strategy – Implementation Plan Presentation**

**It was moved by E. Mannisto and seconded by T. Popowich that the report from the CEO be approved as presented.**

**CARRIED.**

**RES 29**

**14.0 DECISION OF THE BOARD**

**15.0 ROUND TABLE DISCUSSION**

● R. Humphreys requested to find a study guide or associated questions for *Guide to Good Governance.*

● T. Popowich applauded Telemedicine for reaching 10,000 virtual appointments for the residents of Greenstone.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Bi-Monthly Meeting Evaluation Form**

● The Evaluation Form was provided to the Board members.

● It was requested that the completed evaluations be provided to J. Goulet by Friday, April 5th, 2024.

**16.2 Chair Evaluation Form**

● The Chair Evaluation Form was received by the Board members.

● It was requested that the completed evaluation forms be provided to J. Goulet by Friday, April 19th, 2024.

**16.3 Board of Directors’ Scorecard**

● D. Boulanger noted that Guide to Good Governance should count as 10 education sessions as the chapters are read each month. They will be added to the scorecard once the handbook has been completed in June.

● It was also stated that the numerous meetings that E. Pietsch has attended on behalf of GDH should also be counted as education sessions. E. Pietsch will provide the number of meetings to J. Goulet.

**17.0 IN CAMERA MEETING**

● The In-Camera Meeting was called to order at 6:49 pm.

**18.0 TERMINATION OF IN CAMERA MEETING**

● The In-Camera Meeting was adjourned at 7:15 pm.

**19.0 MEETING WITHOUT MANAGEMENT**

**20.0 MEETING WITH MANAGEMENT (CEO ONLY)**

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by M. Davis and seconded by S. Humphreys that the Board of Directors Meeting be adjourned at 7:16 pm.**

**CARRIED.**

**RES 34**

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Board Chair Signature