Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Geraldton District Hospital Boardroom/Zoom

Tuesday, April 4th, 2023 at 5:30 pm

Present

Voting: Dorene Boulanger Bobby Jo Chenier Eric Pietsch

 Michael Davis Patricia Dufour Manon Michon

 Cory Lightfoot Elaine Mannisto

Non-Voting: Darryl Galusha Ian McPherson Savana Marino

 Monique Gosselin Dr. Ryan Zufelt

 Jena Goulet (recorder)

Regrets

Voting: Terry Popowich Ralph HumphreysSanna Humphreys

Non-Voting:

Guest(s): Lindy Roy Albert Tjong (Z)

**Board Composition (voting): 9 Elected 2 Appointments Total = 11**

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

**Total Board Members (voting): 11 Present: 8 Attendance: 73%**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:32 pm by D. Boulanger.

● D. Boulanger read the Treaty Acknowledgement.

**1.2 Introduction of Elaine Mannisto to the Board of Directors**

**2.0 DECLARATION OF CONFLICTS OF INTEREST**

● None.

**3.0 ADOPTION OF THE AGENDA**

● D. Boulanger asked if there were any amendments to the agenda.

● Under *Presentations*, the following changes will be made:

 ● Compensation will be added as Item 4.1,

 ● Investing 101 will be moved to Item 4.2,

 ● GDH Wealth Management – Q4 will be moved to Item 4.3.

● Under Correspondence, add Item 5.3 Facebook Post by a Patient’s Family Member.

**It was moved by B.J. Chenier and seconded by M. Michon that the agenda be approved as amended.**

**CARRIED.**

**RES 19**

**4.0 PRESENTATIONS**

**4.1 Compensation**

● L. Roy summarized her report regarding the current salaries of GDH compared to other hospitals.

● The proposed salary increase will be discussed during the In-Camera portion of the Board meeting.

**4.2 Investing 101**

● Provided to the Board members as education only, as requested.

**4.3 GDH Wealth Management – Q4**

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

● GDH’s asset allocation, as of March 19th, 2023, is worth $1,728,030 (68.4% in total fixed income, 19.6% in total cash & cash equivalent and 12% in total equity).

● A. Tjong shared that GDH revised its policies regarding its portfolio. The equity portion now cannot exceed 15% of the portfolio, as opposed to 10% in previous years.

● A. Tjong stated that the bonds owned by GDH are projected to make $53,000 over the next 12 months.

● To date, GDH has invested $1,317,221 with a total investment return of $410,000.

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● Updates provided.

● M. Gosselin stated that the ESW Connect Program (obstetrical emergency skills program) training provided to the Emergency Department nursing staff was extremely valuable as the mother’s life was saved and a new life was brought into the world at GDH.

**5.2 Letter of Resignation from the GDH Board of Directors – K. Legault**

● D. Boulanger presented K. Legault with her gift and letter of thanks last week.

**5.3 Facebook Post by a Patient’s Family Member**

● M. Gosselin provided some insight to the situation as the post was not truthful and did not provide correct facts.

● Details from the interdisciplinary meeting with the ethicist were shared.

● D. Galusha stated that the nursing staff and social workers went above and beyond to help this patient and the patient still decided to leave GDH.

**6.0 EDUCATION**

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

● D. Boulanger asked if there were any questions in regards to this month’s reading.

● Clarifications were provided in regards to the Chair’s vote. The Chair does not normally have a vote unless it is to break a tie.

● 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 7th, 2023**

**7.2** **MAC Meeting Minutes –March 10th, 2023**

**7.3 CCS Report**

**7.4 CNE Report**

**7.5 COS Report**

**7.6 Human Resources Report**

**7.7 Social Work Report**

**7.8 Physician Recruitment Report**

**It was moved by P. Dufour and seconded by B.J. Chenier to accept the Consent Agenda as presented.**

**CARRIED.**

**RES 20A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**9.0 BUSINESS ARISING FROM MINUTES**

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Operational Highlights**

● I. McPherson and D. Galusha provided some financial updates to the Board members.

● At the request of the Board members, I. McPherson will provide a report illustrating what was spent by GDH in FY2022/2023 vs. what was approved by the Board of Directors at the next meeting.

**10.3 Risk Management – Q4**

● I. McPherson summarized his report for the Board members.

**11.0 NEW BUSINESS**

**11.1 Incident Reports (RL6) – December 2022**

● Safety & Security in Acute Care was discussed. D. Galusha expressed that most of the reports were connected to the same patient who has been discharged from GDH.

**11.2 Board Planning Cycle - Draft**

● D. Boulanger would like to resume tours of the Hospital. At the May meeting, M. Gosselin will provide a tour of the Emergency Department.

● It was requested that a photo of the Board of Directors be taken at the June meeting.

**11.3 Strategic Plan – Q3 & Q4**

● Discussion occurred.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 HCAC Meeting Minutes – March 21st, 2023**

● It was suggested that the meetings return to in-person. This may bring more members of the HCAC to the meetings as quorum has not been attained since December 2021.

**12.2 QIC Meeting Minutes – *Next Meeting: June 15th, 2023***

**12.3 Geraldton Hospital Auxiliary Report**

● Deferred.

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

**CARRIED.**

**RES 21**

**13.0 CEO REPORT**

● D. Galusha asked the Board members if there were any questions or concerns regarding his report.

● Clarifications were provided regarding the funding models of ELDCAP beds vs. LTC beds.

● Due to very limited services in the community, Acute Care currently has 9 ALC patients.

● The Board of Directors was informed that the Homecare Program has successfully recruited a part-time RN.

● GDH is currently in negotiations with the MOH regarding the retro-fit of the old Emergency Department.

● D. Galusha and M. Gosselin met with Matawa last week. A space was offered to Matawa for their Mental Health Program once the retro-fit of the of the old Emergency Department is complete.

● GDH is waiting on funding in order to begin Meals on Wheels.

**It was moved by M. Michon and seconded by P. Dufour that the report from the CEO be approved as presented.**

**CARRIED.**

**RES 22**

**14.0 DECISION OF THE BOARD**

**14.1 Physician Privileges**

● The list of Physician Privileges requests from the MAC meeting was presented to the Board for review.

**It was moved by M. Davis and seconded by B.J. Chenier that the list of Physician Privileges be approved as presented.**

**CARRIED.**

**RES 23**

**15.0 ROUND TABLE DISCUSSION**

● Discussion occurred.

**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, Apil 7th, 2023.

**16.2 Board Chair Annual Evaluation Form**

● The Board Chair Annual Evaluation Forms were provided to the Board members.

● J. Goulet requested that the completed forms be returned by Friday, April 14th, 2023.

**17.0 IN CAMERA MEETING**

● The In-Camera Meeting was called to order at 7:00 pm.

**18.0 TERMINATION OF IN CAMERA MEETING**

● The In-Camera Meeting was adjourned at 7:25 pm.

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

**20.0 MEETING WITHOUT MANAGEMENT**

● P. Dufour stated that the stones in the garden should be placed around the medicine wheel to provide a place for patients to sit. J. Goulet will discuss the request with the Maintenance Supervisor.

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by B.J. Chenier and seconded by E. Pietsch that the Board of Directors Meeting be adjourned at 7:30 pm.**

**CARRIED.**

**RES 29**

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Board Chair Signature