Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Geraldton District Hospital Boardroom/Zoom

Tuesday, February 7th, 2023 at 5:30 pm

Present

Voting: Dorene Boulanger Ralph Humphreys Bobby Jo Chenier

 Michael Davis Patricia Dufour (Z) Cory Lightfoot (Z)

 Manon Michon (Z) Sanna Humphreys Terry Popowich (Z)

 Eric Pietsch (Z) Kathryn Legault (Z)

Non-Voting: Darryl Galusha Ian McPherson (Z) Brigitte Ouellet

 Savana Marino Monique Gosselin

 Jena Goulet (recorder)

Regrets

Voting:

Non-Voting: Dr. Ryan Zufelt

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

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

**Total Board Members (voting): 11 Present: 11 Attendance: 100%**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:28 pm by D. Boulanger.

● D. Boulanger read the Treaty Acknowledgement.

● As this is B. Ouellet’s final Board meeting before her retirement, D. Boulanger thanked her for years of service.

**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.

● The following Item 7.7 Social Work Report will be moved from *Consent Agenda* to Item 8.1 under *Items Lifted from Consent Agenda*.

**It was moved by S. Humphreys and seconded by M. Davis that the agenda be approved as amended.**

**CARRIED.**

**RES 6**

**4.0 PRESENTATIONS**

**4.1 Regional Hospital Services Council Meeting – January 19th, 2023**

● T. Popowich provided insight into the council meeting he attended January 19th, 2023.

● The City & District of Thunder Bay Ontario Health Team (CDTB OHT) is waiting for further guidance and details from the MOH. The OHTs continue local and regional collaborations to improve patient care and outcomes. The regional focus is Digital Health and transitions in care.

● The North West continues to face significant challenges related to Health Human Resources. This includes: physician, nursing and interprofessional burnout; risk of ED closure and broader service reductions; and, negative impacts from agency usage.

● There has been significant effort to address the critical issue. Key messages to the MOH have focused on the need for North West specific recruitment and retention incentives, beyond existing provincial programs, to be competitive enough to ensure reasonable access to services. The existing programs/incentives are not supportive of the reality of the North West.

● The implementation of a new Electronic Health Records (EHR) in the North West will: improve access to care; involve patients, digitally, in their care; make it easier for clinicians to have the information they need; provide more care at home or closer to home; proactively implement clinical interventions earlier; use collective resources more efficiently; and, help to plan better for the future. The EHR renewal process is on track. The regional hospital CEO Steering Committee will decide on the approval of the business case by FY2023/24.

● Regarding cyber-security, there is significant improvement through the ongoing regional work. Improvement needs to be continuous, year over year.

● T. Popowich inquired about the process for regular nursing staff requesting LOA in order to work as an Agency Nurse. D. Galusha stated that this is not a practice at GDH. If staff want to leave in order to work as an Agency Nurse, they must resign.

● E. Pietsch inquired if Pocket Health has been discussed at the regional meetings. It allows patients to easily access their medical images, share them with their doctor and get involved in their own care. T. Popowich will bring this item to the next meeting.

 **4.1.1 Briefing Notes**

 **4.1.2 Regional Transformation & Integration – Dashboard**

***C. Lightfoot joined the meeting via Zoom at 5:39 pm.***

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● Clarifications were provided regarding the Hospital’s security.

● M. Gosselin and D. Galusha stated that violence has become a daily event in the Emergency Department against the medical staff. The management team is doing what they can to support the staff and take a stand against the violence and abuse.

  **5.1.1 Apology Letter**

**5.2 Thank You Message – S. Rivest**

**5.3 2023 Community Homelessness Support Program – TBDSSAB**

● D. Galusha shared that a $5,000 grant is being provided to GDH from the TBDSSAB. The grant is to help cover the costs of food, clothing and bed given by GDH to the homeless population that present at the Hospital.

● D. Galusha provided insight on the current homelessness situation in Greenstone and its effects on GDH.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 6 (pages 107-134)**

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

● Discussion occurred regarding due diligence and conflict of interest.

● Chapter 7 (pages 135-177) was assigned for reading for the next Board meeting.

**6.2 Privilege Application Request Form**

● Provided to the Board members as educational information only.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – January 10th, 2023**

**7.2** **MAC Meeting Minutes –January 12th, 2023**

**7.3 CCS Report**

**7.4 CNE Report**

**7.5 COS Report**

**7.6 Human Resources Report**

**7.7 Social Work Report**

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

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

**CARRIED.**

**RES 7A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 Social Work Report**

● D. Galusha expressed that there is a significant lack of resources for mental health in Greenstone.

● GDH is looking to build a mental health room in the Emergency Department.

● M. Gosselin shared that the Social Work reports will be provided at each Board meeting.

**It was moved by R. Humphreys and seconded by B.J. Chenier to accept the Items Lifted from the Consent Agenda as presented.**

**CARRIED.**

**RES 7B**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 FAC Meeting Minutes – January 5th, 2023**

**9.2 BOD-EXL 3: Financial Control and Activities Policy Revision**

● The suggested changes made by B. Maranzan were approved as presented.

● J Goulet will make the amendment.

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Financial Highlights**

● As at December 31st, 2022, GDH has a current operating deficit of $1,528,575. This is caused by:

 ● Agency Nursing costs,

● COVID-19 related costs that are not be reimbursed,

● Recruitment & retention costs that are not being reimbursed, and

● Increases in insurance costs.

● Discussion occurred regarding challenges in physician recruitment. Members of the GDH Board of Directors, with the CEO, would like to hold a meeting with the Board Chair and the CEO of the Geraldton Medical Group to request their support and assistance in facilitating physician recruitment.

● Clarifications were provided regarding the billing system in place for uninsured and out-of-province patients.

● The cash flow analysis of GDH’s line of credit was shared with the Board members.

**10.2 Operational Highlights**

● The current state of the Capital Projects budget and workplan were shared.

● I. McPherson stated that GDH is waiting on a decision from the municipality regarding cost sharing to replace the flooring at the Nakina Clinic.

● The 3-year forecast (2023-2026) of the Capital Projects was presented to the Board. The prioritization process will be shared by I. McPherson at the March Board of Directors’ meeting.

● I. McPherson will present the proposed Capital Projects for 2023/2024 at the March meeting for approval.

***I. McPherson disconnected from the meeting at 6:29 pm.***

**11.0 NEW BUSINESS**

**11.1 Governance Process Policies (BOD-GP: 1-31) Review**

● *BOD-GP 30: Monitoring of Chief of Staff Performance* – Item 2 should have “but should not be limited to:” added at the end of the first sentence.

● All of the remaining Governance Process Policies have been renewed without changes.

**11.2 ALC Beds & TBDSSAB**

● E. Pietsch voiced his concerns regarding the number of vacant houses and apartments owned by TBDSSAB.

● D. Galusha explained the lack of community resources in Greenstone. Many of these people cannot live on their own and require 24/7 care. There is current one PSW in Geraldton and one PSW in Longlac attempting to meet the needs of their entire communities.

● The nursing programs being offered by Confederation College at no cost to the student were discussed.

● D. Galusha shared that GDH participates in Career Fairs and offers Intern and Extern Programs to help encourage student to take medical programs.

**11.3 Tour of Support Services Department in March**

● J. Goulet has arranged for D. Hunking to provide a tour of the Support Services Department for the March Board meeting.

● GDH will work on resuming department tours of GDH for the Board members.

**11.4 GDH 50/50 Raffle**

● The Board of Directors thanked D. Galusha and J. Goulet for their hard work to get the Raffle started.

● Ticket sales begin April 1st, 2023.

● The Raffle was announced to the community via the GDH Facebook page.

**12.0 LINKAGES & PARTNERSHIPS**

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

**12.2 QIC Meeting Minutes –January 19th, 2023**

● M. Davis expressed that he was present at the meeting. However, it is stated in the minutes that he was absent. J. Goulet will make the amendment.

● The Board members were impressed with the Laboratory Department’s score after their Accreditation.

**12.3 Geraldton Hospital Auxiliary Report**

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

● After the AGM meeting, S. Humphreys will remain the president of the Auxiliary.

● 1,447 volunteer hours were recorded for 2022.

● S. Humphreys shared that the membership drive will begin shortly and that the Auxiliary is planning to hold a penny auction for GDH.

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

**CARRIED.**

**RES 8**

**13.0 CEO REPORT**

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

● T. Popowich inquired about the skill level of the candidate who will be participating in the SPEP Program. D. Galusha shared that the candidate is a Registered Nurse who was trained in India and has worked in the ICU in Saudi Arabia. When he moved to Canada, he passed the nursing exam and has 8 shifts remaining in order to become registered in March 2023. He has moved to the community with his family.

● T. Popowich expressed his disappointment regarding the airport concerns. D. Galusha is currently working with A. Gordon, from the municipality, to resolve the issue.

● D. Galusha shared that he is attempting to recruit a physician from Saskatchewan who specializes in mental health in order to better address the increase of these patients in the Emergency Department.

**13.1 City & District of Thunder Bay Ontario Health Team – Key Messages**

**13.2 Presentation to Hon. Silvia Jones, MPP – Minister of Health**

**It was moved by B.J. Chenier and seconded by S. Humphreys that the report from the CEO be approved as presented.**

**CARRIED.**

**RES 9**

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

**CARRIED.**

**RES 10**

**15.0 ROUND TABLE DISCUSSION**

● Discussion occurred.

● B. Ouellet shared her retirement plans.

● To help cut back on the amount of work, the Governance Process policies will be reviewed in two meetings.

● B.J. Chenier has been in touch with the Indigenous communities in Greenstone and she is hopeful to hold an Anishnaabe Liaison Committee meeting next month. She will inform J. Goulet when a date has been decided.

● D. Galusha shared that he will be taking vacation beginning February 13th, 2023 and returning to work February 27th, 2023. However, he will be available remotely as he will be working from home February 14th and 15th, 2023.

***K. Legault joined the meeting via Zoom at 7:02 pm.***

**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, February 10th, 2023.

**17.0 IN CAMERA MEETING**

**18.0 TERMINATION OF IN CAMERA MEETING**

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

**20.0 MEETING WITHOUT MANAGEMENT**

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by S. Humphreys and seconded by B.J. Chenier that the Board of Directors Meeting be adjourned at 7:08 pm.**

**CARRIED.**

**RES 11**

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Board Chair Signature