 Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Geraldton District Hospital Boardroom/Zoom

Tuesday, June 6th, 2023 at 5:30 pm

Present

Voting: Dorene Boulanger Terry Popowich Bobby Jo Chenier

Michael Davis Patricia Dufour Manon Michon

Ralph Humphreys Sanna Humphreys Eric Pietsch

Elaine Mannisto Cory Lightfoot (Z)

Non-Voting: Darryl Galusha Ian McPherson Savana Marino

Monique Gosselin Dr. Ryan Zufelt

Jena Goulet (recorder)

Regrets

Voting:

Non-Voting:

**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 5:59 pm by D. Boulanger.

● D. Boulanger read the Treaty Acknowledgement.

● D. Boulanger shared that she will be stepping down as Chair of the Board of Directors. New executives will be determined at the Nominating Committee meeting on June 19th.

**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 *Correspondence*, add Item 5.2 Resignation Email – P. Dufour.

● Move Item 7.5 COS Report from *Consent Agenda* to Item 8.1 under *Items Lifted from Consent Agenda.*

● Move Item 7.1 Regular Board Meeting Minutes – May 2nd, 2023 from *Consent Agenda* to Item 8.2 under *Items Lifted from Consent Agenda*.

● Under New Business, add the following Items:

● 11.1 Landscaping,

● 11.2 Stairwell from ED.

● Under Linkages & Partnerships, add Items 12.3.1 Times Star Article – Auxiliary Donation and 12.3.2 Mother’s Day Gifts to 12.3 Auxiliary Report.

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

**CARRIED.**

**RES 42**

**4.0 PRESENTATIONS**

**4.1 Tour of the Long-Term Care Residence**

● The tour of the LTC Residence was provided prior to the commencement of the meeting.

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● Clarifications were provided regarding CTAS procedures.

**5.2 Resignation Email – P. Dufour**

● D. Boulanger thanked P. Dufour for her time and contributions to the Board meetings.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 10 (pages 261 - 290)**

● The Financial Reports from the Auditors were discussed. Procedures for having the reports readily available 21 days before the AGM are being followed.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – May 2nd, 2023**

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

**7.2** **MAC Meeting Minutes – *Next Meeting: June 20th, 2023***

**7.3 CCS Report**

**7.4 CNE Report**

**7.5 COS Report**

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

**7.6 Human Resources Report**

**It was moved by P. Dufour and seconded by M. Michon to accept the Consent Agenda as amended.**

**CARRIED.**

**RES 43A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 COS Report**

● At the last Board meeting, a Resolution was made to assign Dr. Starratt and Dr. Ciccarelli as interim Co-Chiefs of Staff upon Dr. Zufelt’s departure. However, according to the COS Report, Dr. Bricks will also be taking on the interim Co-Chief of Staff position. This was not discussed with the Board members.

● A motion is needed from the Board to accept Dr. Bricks as a third member of the Co-Chiefs of Staff.

**It was moved by E. Pietsch and seconded by T. Popowich to appoint Dr. C. Bricks as a third Interim Co-Chief of Staff with Dr. C. Starratt and Dr. R. Ciccarelli, as recommended by Dr. R. Zufelt.**

**CARRIED.**

**RES 43B**

**8.2 Regular Board Meeting Minutes – May 2nd, 2023**

● Clarifications were provided regarding Resolution 35 regarding the Electronic Health Record Renewal Business Case.

**It was moved by M. Davis and seconded by E. Mannisto to accept the Items Lifted from the Consent Agenda as presented.**

**CARRIED.**

**RES 43C**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 AGM Meeting Date**

● As D. Boulanger is not available on June 27th for the AGM, it will be scheduled for June 28th at 6:00 pm.

● The meal and the location are to be determined.

● Clarifications were shared regarding the reasons the AGM is a closed meeting.

**9.2 Medicine Wheel Seating Rocks**

● To be discussed under *Item 11.1 Landscaping*.

**9.3 Volunteers’ Tree of Life Recognition Award – Board Nomination**

● D. Boulanger thanked the Board members for the nomination to the Tree of Life.

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Financial Highlights**

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

● The year-end financials will see GDH in a deficit of approximately $1,100,000.

● There have been several awards through bargaining/arbitration related to Bill 124 resulting in all the Unions receiving back-pay for the last 3 years. The impact of Bill 124 has been submitted to Ontario Health.

● The NP Program and its funding from Ontario Health were discussed.

**10.2 Operational Highlights**

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

● No questions or concerns raised.

**10.3 Risk Management – Q4**

● The Building & Equipment Maintenance was discussed. Clarifications were provided regarding the plans to move the Pharmacy downstairs and the air ventilation issues being addressed during the LTC Expansion Project.

**11.0 NEW BUSINESS**

**11.1 Landscaping**

● The Hospital is looking to replace all the current landscaping on the grounds with grass and interlocking stones around the flag pole.

● With only 3 Maintenance Technicians, they are not capable to maintain the flower beds with everything else that requires attention to keep the Hospital running efficiently.

● Raised planters could be added with the interlocking stones around the flag pole. In the fall, they can be covered or relocated to prevent damage during the winter months.

● Plans regarding the seating stones were discussed.

● The Medicine Wheel would require yearly maintenance to replace the faded colours with a new coat of paint.

● The memorial trees that were removed during the construction of the new Emergency Department could not be saved. All the trees on the property have black knot disease and need to be removed. Having a bench built with new plaques was discussed. M. Gosselin suggested approaching the high school to build the bench.

**11.2 Stairway from the Emergency Department**

● P. Dufour suggested that paintings or decals should be added to the walls of the stairway from the Emergency Department to the ground level.

● J. Goulet will discuss this Item with R. Wach.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 HCAC Meeting Minutes – *Next Meeting: June 20th, 2023***

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

**12.3 Geraldton Hospital Auxiliary Report**

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

● At the Trade Show, 50 memberships were sold.

● Community members were hoping to buy 50/50 Raffle tickets at the Trade Show. They suggested the following:

● Advertising outside of Facebook. J. Goulet will reach out to CFNO for radio ads.

● Have someone selling tickets at the Hospital for community members who do not have access to the internet. GDH does not have the human resources to do so.

● The Auxiliary currently has 167 members and has raised approximately $3,500 this year.

**12.3.1 Times Star Article – Auxiliary Donation**

**12.3.2 Mother’s Day Gifts**

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

**CARRIED.**

**RES 44**

**13.0 CEO REPORT**

● D. Galusha summarized his report for the Board of Directors.

● Collaborations with Ginoogaming continue to move forward slowly. GDH’s Social Worker and Privacy Officer will be attending the next meeting to explain patient privacy.

● The NPs and the Virtual NP Program were discussed.

● D. Galusha shared that the funds raised from the 50/50 Raffle will be used towards much needed X-Ray equipment and related renovations to the Imaging Department. Once the costs are finalized, they will be shared with the public.

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

**CARRIED.**

**RES 45**

**14.0 DECISION OF THE BOARD**

**15.0 ROUND TABLE DISCUSSION**

● S. Marino shared that 2 Agency MLT staff members will be joining GDH for 6 months. She also has an interview with a permanent MLT in a few days.

**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, June 9th, 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 T. Popowich and seconded by M. Davis that the Board of Directors Meeting be adjourned at 7:25 pm.**

**CARRIED.**

**RES 46**

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Board Chair Signature