Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Geraldton District Hospital Boardroom/Zoom

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

Present

Voting: Dorene Boulanger Ralph Humphreys Bobby Jo Chenier (Z)

Michael Davis Patricia Dufour (Z) Manon Michon (Z)

Sanna Humphreys Terry Popowich (Z) Eric Pietsch (Z)

Cory Lightfoot(Z)

Non-Voting: Darryl Galusha Ian McPherson Savana Marino

Monique Gosselin (Z) Dr. Ryan Zufelt (Z) Jena Goulet (recorder)

Regrets

Voting: Kathryn Legault

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: 10 Attendance: 91%**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:52 pm by D. Boulanger.

● D. Boulanger read the Treaty Acknowledgement.

● D. Boulanger reinforced the importance of member attendance at the monthly meetings and the completion of the meeting evaluations.

**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.

● 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 M. Davis and seconded by R. Humphreys that the agenda be approved as amended.**

**CARRIED.**

**RES 12**

**4.0 PRESENTATIONS**

**4.1 Tour of the GDH Support Services Department**

● The tour of the Support Services Department was provided prior to the commencement of the meeting.

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● Updates were shared and discussion occurred.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 7 (pages 135 - 177)**

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

● No questions raised or clarifications required.

● Chapter 8 (pages 178 - 244) was assigned for reading for the next Board meeting.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – February 7th, 2023**

**7.2** **MAC Meeting Minutes – *Next Meeting: 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**

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

**7.8 Physician Recruitment Report**

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

**CARRIED.**

**RES 13A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 Social Work Report**

● D. Boulanger asked if beds are being reserved specifically for Marten Falls’ respite needs.

● D. Galusha shared that respite care costs a family $50/day for a bed and most family will not pay for the service.

● The Muskeg Thunder Clinic will often call GDH for guidance and will regularly transfer the patients to TBRHSC if medical care is needed.

● GDH will be applying for federal funding in order to be able to provide Aroland with respite and other types of care. GDH is compiling 18 months of data to include in the application.

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

**CARRIED.**

**RES 13B**

**9.0 BUSINESS ARISING FROM MINUTES**

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Financial Highlights**

● As at January 31st, 2023, GDH has a current operating deficit of $1,441,880. 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.

● GDH is also lacking in expected revenues from the Ministry of Health that will offset expenses including NP funding, COVID-19 Assessment Centre and RNPGA Emergency Department Closure funding.

● The Board members were informed that GDH will be finishing its fiscal year in a deficit as no funds are expected to be provided before the end of March.

**10.2 Operational Highlights**

● GDH is planning to approach Greenstone Gold Mine to help fund the construction of the Mental Health Room in the Emergency Department.

● The municipality has agreed to share the cost to replace the flooring at the Nakina Clinic. The exact amount that they will cover is not known at this time.

● The Board of Directors suggested using the funds from the 50/50 Raffle to fund the x-ray unit needed in the Imaging Department.

**10.3 Proposed vs. Recommended Capital Projects Workplan FY2024**

● The cost of the proposed and the recommended Capital Projects Workplan were compared and discussed.

● The Board of Directors agreed that the recommended projects should be undertaken.

**It was moved by T. Popowich and seconded by M. Davis that the Recommended Capital Budget for FY2023/24 in the amount of $1,419,500, with an additional $100,000 for unplanned capital projects, be approved as presented.**

**CARRIED.**

**RES 14**

**11.0 NEW BUSINESS**

**11.1 CEO Relationship Policies (BOD-BC: 1 - 5) Review**

● All of the CEO Relationship Policies have been renewed without changes.

**11.2 Election Intention Forms**

● The Election Intention Forms were provided to the Board members.

● J. Goulet requested that the completed forms be returned by Friday, March 24th, 2023.

**11.3 2023/24 Quality Improvement Plan**

● I. McPherson shared that the Quality Improvement Plan must be submitted to the Ministry of Health annually.

● The Plan is divided into 3 parts: Progress Report, Narrative and Workplan. However, there is no Progress Report provided this year as the QIP was put on hold due to COVID-19.

● I. McPherson explained the development process of the Quality Improvement Plan.

**11.3.1 Narrative**

● The Narrative was reviewed by the Board of Directors.

**11.3.2 Workplan**

● The Workplan was reviewed by the Board of Directors.

**It was moved by R. Humphreys and seconded by T. Popowich that the Quality Improvement Plan 2023/24 be approved as presented.**

**CARRIED.**

**RES 15**

**12.0 LINKAGES & PARTNERSHIPS**

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

**12.2 QIC Meeting Minutes –February 16th, 2023**

**12.3 Geraldton Hospital Auxiliary Report**

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

● S. Humphreys shared that the Auxiliary memberships are ready to be mailed out to the community and GDH staff. The Board members present at the meeting were provided with their memberships.

● The Auxiliary will be hosting a bakeless bake sale and is currently investigating other options for fundraising.

● The Auxiliary will be providing $500 bursaries to high school students from both the Geraldton Composite High School and École Château-Jeunesse in Longlac.

● Funds are also being used towards gifts for the LTC Residents and the purchase of a new hairdressing chair and sink.

● S. Humphreys stated that the Gift Shop is currently only open 14-15 days per month and closed on weekends due to a low number of volunteers.

● D. Boulanger encourages the Board members to support the Auxiliary Committee.

**It was moved by M. Davis and seconded by E. Pietsch that the Linkages & Partnerships reports be accepted as presented.**

**CARRIED.**

**RES 16**

**13.0 CEO REPORT**

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

● D. Galusha provided updates regarding the issues with the airport. One individual pilot from ORNGE deemed the runway inadequately cleared to land. However, 4 other pilots were able to safely land and transport their patients to Thunder Bay.

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

**CARRIED.**

**RES 17**

**14.0 DECISION OF THE BOARD**

● None this month.

**15.0 ROUND TABLE DISCUSSION**

● Discussion occurred.

● Updates regarding the state of the LTC respiratory outbreak were provided.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Bi-Monthly Meeting Evaluation Summary**

● The Evaluation Summary was provided to the Board members.

**16.2 Peer Assessments**

● The Peer Assessment Forms were provided to the Board members.

● J. Goulet requested that the completed forms be returned by Friday, March 24th, 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 7:15 pm.**

**CARRIED.**

**RES 18**

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Board Chair Signature