Geraldton District Hospital

Minutes of the

**GDH Board of Directors’ Meeting**

Held in the Geraldton District Hospital Boardroom/Zoom

Tuesday, September 12th, 2023 at 5:30 pm

Present

Voting: Eric Pietsch Terry Popowich (Z) Bobby Jo Chenier

Michael Davis Manon Michon Donna Pelletier

Ralph Humphreys Sanna Humphreys Dorene Boulanger

Elaine Mannisto Cory Lightfoot (Z)

Non-Voting: Darryl Galusha Savana Marino Dr. R. Ciccarelli (Z)

Monique Gosselin Dr. T. Desruisseaux Dr. C. Starratt (Z)

Jena Goulet (recorder)

Guest: Amanda Bjorn (Z)

Regrets

Voting:

Non-Voting: Ian McPherson

**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 5:29 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 7.1 Regular Board Meeting Minutes – June 6th, 2023 from *Consent Agenda* to Item 8.1 under *Items Lifted from Consent Agenda.*

● Move Item 7.2 MAC Meeting Minutes – June 20th, 2023 from *Consent Agenda* to Item 8.2 under *Items Lifted from Consent Agenda*.

● Move Item 7.4 CNE Report from *Consent Agenda* to Item 8.3 under *Items Lifted from Consent Agenda.*

● Items 19.0 *Meeting with Management (CEO Only)* and 21.0 *Termination of Regular Board Meeting* will be switched.

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

**CARRIED.**

**RES 47**

**4.0 PRESENTATIONS**

**4.1 CEO 360° Assessment Results – *IN-CAMERA SESSION***

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● E. Pietsch expressed his appreciation for the monthly Patient Stories.

**5.2 Invitation to GDH’s Volunteer Appreciation Social – Sept. 18th, 2023**

● All Directors are invited to the Social to help celebrate D. Boulanger’s volunteer work.

**5.3 Thank You Letter – C. Arsenault**

**5.4 Thank You Card – S. Sitar**

**5.5 Comment Card: Emergency Services – July 29th, 2023**

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapters 1 & 2 (pages 1 - 27)**

● No questions or concerns raised.

● Chapter 3 (pages 28 - 38) was assigned for reading for the next Board meeting.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – June 6th, 2023**

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

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

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

**7.3 CCS Report**

**7.4 CNE Report**

● Moved to Item 8.3 under *Items Lifted from Consent Agenda*.

**7.4.1 Ontario College of Pharmacists – GDH Assessment Report**

**7.5 COS Report**

**7.6 Human Resources Report**

**7.7 Physician Recruitment Report**

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

**CARRIED.**

**RES 52A**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 Regular Board Meeting Minutes – June 6th, 2023**

● Spelling/grammar mistakes corrected.

**8.2 MAC Meeting Minutes –June 20th, 2023**

● Spelling/grammar mistakes corrected.

● Clarifications were provided concerning how long the Imaging Department will be closed when to new x-ray equipment is installed.

**8.3 CNE Report**

● The Board members praised the results of the Hospital’s Pharmacy Assessment Report.

● M. Gosselin shared that a full-time RN has been found to work for the Home Care Program. She continues to search for a part-time RN for the Program.

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

**CARRIED.**

**RES 52B**

**9.0 BUSINESS ARISING FROM MINUTES**

**10.0 OPERATIONS SUPPORT MANAGER REPORT**

**10.1 Financial Highlights**

● D. Galusha offered to answer any questions regarding the report in I. McPherson’s absence.

● The Board members were informed that the outstanding funds have not been received from the Municipality of Greenstone for the shared flooring project at the Nakina Clinic.

● GDH is currently breaking even, financially.

● GDH continues to wait for the ED Project holdback and the retro-payment funds for staff and physicians from the MOH.

**10.2 Operational Highlights**

● Plans to move the Laboratory Department in the future were discussed.

**11.0 NEW BUSINESS**

**11.1 Board Planning Cycle 2023-2024 (Draft)**

● Approved as presented.

**11.2 Board Committees & Representatives (Draft)**

● Board members must participate in at least 2 committees.

● To be presented at the next meeting to review who is sitting in which committees.

**11.3 Board Members’ Roles & Responsibilities**

● Members present at the meeting signed the forms and returned them to J. Goulet.

● Members who attended the meeting via Zoom will receive the forms via email to sign and return to J. Goulet.

**11.4 Confidentiality Agreement**

● Members present at the meeting signed the agreement and returned them to J. Goulet.

● Members who attended the meeting via Zoom will receive the forms via email to sign and return to J. Goulet.

**11.5 Incident Reports (RL6) – January - June 2023**

● The Board members reviewed the reports.

**11.6 Board Meetings Schedule Revisions**

● E. Pietsch requested that the Board Meetings occur on the first Tuesday of each month, regardless if they fall after a long weekend.

● It was stated that the meeting will also take place via Zoom only for October, November and December as the number of respiratory illnesses increase during these months.

● The amendments were approved by the Board of Directors.

**It was moved by E. Mannisto and seconded by S. Humphreys to approve the revised Board Meetings Schedule as presented.**

**CARRIED.**

**RES 53**

**12.0 LINKAGES & PARTNERSHIPS**

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

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

**12.3 Geraldton Hospital Auxiliary Report**

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

● S. Humphreys would like a photo-op with the Auxiliary members for the hairdressing chair and sink that the Auxiliary Committee donated to the Hospital. She was directed to contact J. Goulet to arrange for a time.

● S. Humphreys shared that their first meeting since the summer break will take place September 25th.

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

**CARRIED.**

**RES 54**

**13.0 CEO REPORT**

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

● The ED Closure Meetings were discussed.

● The HIRF Funding that was received was discussed. Plans for the funds were discussed.

● D. Galusha shared Greenstone Gold Mine’s plans for a national campaign to raise money for GDH and the Canadian Cancer Society. GDH has submitted its list of top 10 items we want to fundraise for.

● Plans for the seating rocks were discussed.

● Ongoing concerns regarding the airport were reviewed.

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

**CARRIED.**

**RES 55**

**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.

● Clarifications regarding the approval process were shared.

**It was moved by E. Mannisto and seconded by R. Humphreys that the list of Physician Privileges be approved as presented.**

**CARRIED.**

**RES 56**

**15.0 ROUND TABLE DISCUSSION**

● S. Humphreys expressed her gratitude for the GDH staff during the LTC COVID-19 outbreak.

● Dr. Desruisseaux introduced herself to the Board of Directors.

● D. Boulanger thanked the management team for keeping the Emergency Department open during the summer months.

● D. Pelletier voiced her appreciation for the ongoing guidance from the Board members.

**16.0 MONTHLY MEETING EVALUATION**

**16.1 Annual Board Evaluation Summary – June 2023**

● The Annual Board Evaluation was provided to the Board members.

**16.2 Bi-Monthly Meeting Evaluation Summary – June 2023**

● The Evaluation Summary was provided to the Board members.

**16.3 Board of Directors’ Score Card**

● The Scorecard was reviewed by the Board members.

**17.0 IN CAMERA MEETING**

**18.0 TERMINATION OF IN CAMERA MEETING**

**19.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by D. Boulanger and seconded by E. Mannisto that the Board of Directors Meeting be adjourned at 7:28 pm.**

**CARRIED.**

**RES 57**

**20.0 MEETING WITHOUT MANAGEMENT**

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

**21.1** **CEO 360° Assessment Results Review with D. Galusha**

● A. Bjorn rejoined the meeting to review D. Galusha’s results with E. Pietsch and D. Boulanger.

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Board Chair Signature