

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH
ON Tuesday, January 28, 2025, AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

PRESENT:	Rolly Smith	Board of Directors Chair
	Marcel DeMars	Director
	Jody Kuczynski	Director
	Jim Ward	Director
	John MacEachern	Director
	Louie Kannar	Director
	Reene Warren	Director
	Annie Janveau	CEO
	Megan Esarte	Director of Clinical Services, Chief Nursing Officer
	Trena Roberts	Director of Community Programs and Services
	Stephanie Hardy	Interim Director of Finance
	Dr. Cimona	Chief of Staff
Staff	Julie MacIntyre	Executive Assistant
Absent:	Brendan O'Connell	Lead Hand – Maintenance
	Keisha Drapeau	Director

1. Call to Order

Mr. Rolly Smith, Board Chair, called the meeting to order at 1900.

2. Certificate of Notice Circulated to all Directors.

The Notice of Meeting was as stated in the pre-meeting package.

3. Declaration of Conflict

4. Trustee Education

Mrs. Janveau discussed "How to Resolve Ethical Dilemma's: Reflections from a Bioethicist Review"

5. Patient Story

Trena Roberts provided a patient story from the Family Health Team.

6. Board Chair Report

No Report

7. Chief of Staff Report

Dr. Cimona reviewed items of issue from the Physicians Group.

8. Administration Report

Strategic Directive #1

SMH will be proactive to individual and community needs.

- We are continuing to progress with the LTC expansion project. We resubmitted the financials Jan 22 to Benedict and have yet to hear a response. We also copied several others on our email which provided target dates for planning, drawings and shovel in the ground.
- We have been approved for the 2024-25 Emergency Department Pay 4 Results Funding and have had funding come through. The total funding for the 2024/25 Fiscal Year amounts to \$100,000 in one-time funding. The action plan is to direct the funds towards efficiencies and improvements within our Health Records and Emergency Departments. We are expecting all funds to be spent by March 31st, 2025.
- We have locum coverage by Dr. Johnston, Dr. Remilard, and Dr. Ajisafe for the month of February.

We also have coverage for and up to April lined up.

- We are exploring undertaking the myRide program as the Township no longer receives funding. At this point they are requesting from the funder that they be able to rollover the yearly surplus they have accumulated and use that to extend the operations through them. We continue to seek an update as to the status of their ask.

Strategic Directive #2:

SMH will sustain outstanding quality and operations.

- Catherine Canales has accepted the permanent full-time IPAC/OTN/Staff/Occ Health and has been doing orientation with Louise. She will be on her own starting February 2025. She will be starting her IPAC course in March and once complete, she will be taking the exam to receive her IPAC certification.
- We currently have two agency RPNs. The second one started her orientation with us January 21, 2025. We are continuing to explore staffing options to best meet patient needs, staff work life balance while maintaining our financial responsibility.
- We are anticipating that two new grad RPNs will be joining the team once their student studies are complete. The anticipated completion is May-June 2025.
- There continues to be one agency RN filling a full-time position. They are currently providing coverage for a maternity leave with the staff member's anticipated return June 2025.
- 1 individual from the Health and Safety committee signed up to complete the level 1 certification. Once they start, they have 30 days to complete the course.
- BLS courses for nursing, DI and Physio were completed January 11th and 12th.
- ACLS is scheduled for March 1st and 2nd. We currently have 4 RNs, and 1 physician registered to take the program. They can teach 6 per course and we hope to fill the last spot.
- Our new BMD machine is now live. The orientation/training is complete, and DI is working to catch up on the BMD waitlist, which is going well.
- David Lavoie accepted the full-time position of the Mental Health/Addictions and started on January 6, 2025.
- Kaitlyn Hynes replaced Courtney Atkins at the Family Health Team and started Dec 22, 2024.
- Budget meetings with Department Leads are expected to happen mid-February.
- The HIRF platform has changed from Nadine to Roth IAMS. Training was provided to users for smooth transition.
- The lab is also upgrading Gem3500 for blood gases to Gem5000 in the coming months.
- The interim audit has been scheduled between February 3-7 and the final onsite for April 28-May 2.
- We have submitted our application for Prep LTC Funding for the 2023/2024 fiscal year for one of our RNs that provided clinical teachings to two RPNs students from January 2024-April 2024. We plan to utilize funding in the coming fiscal as well. The program is anticipated to continue for two more years.

Strategic Directive #3:

SMH will be innovators in service and program delivery.

- The OHT did a road tour and stopped in to do a current assessment on home care in the community.
- One-Time Funding for Alternate Level of Care (ALC) and Patient Flow is being accounted for with the return of the senior activity program.
- The funding for Assisted Living for this fiscal year will be reallocated to other communities to optimize the funding usage. Trena and Megan are going to drill down to see if this program is feasible to put into operation before the end of this fiscal to secure the funding and launch the program in early 2025-2026 fiscal.
- A proposal intake form was sent to OH requesting funding for the BMD. These are reviewed twice a year; thus, we haven't had a response as of yet.
- The second phase of the sprinkler system is complete.
- SMH has purchased a laptop and located it in the family counselling room. The intent is that it can

be used to facilitate virtual mental health services for the public. This was purchased with P4R Funding.

- Greenshield is now our new EAP provider effective December 1st. We are awaiting for enrollment information to be provided to the employees. We are still working out bugs as we realize .
- We have submitted a funding application to Ontario Health for the French Language Services (FLS) Projects. Our goal is to replace signage with bilingual signage throughout the facility.

Strategic Directive #4:

SMH will become a magnet workplace.

- Efforts continue to recruit a nurse practitioner for the FHT as well as a second and third physician for the Manitouwadge Physicians Group.
- The posting for a casual Maintenance Engineer closed Wednesday. We are working through the process in hopes of having a new recruit soon.
- Succession planning has begun for key positions over the next five years.
- Funding letter received for second base installment of the 124 Arbitration Awards Funding. We will be receiving \$161,300 for October-March 2025.
- We continue to put out postings for Physicians on Cherry Health (subscription service for health care services), HFO, Facebook group and other sites.
- Trena and Megan will be attending a family medicine recruitment event in Winnipeg April 24-25, 2025.
- The Canada Summer Jobs 2025 application is now open. We will be applying to receive wage subsidy for the 2025 summer student positions in Admitting and Maintenance.
- Santé Manitouwadge Health has been approved for the NOSM Summer Studentship Program. Applications open from February 1-15, 2025.

9. Committee Reports

9.1. Governance Committee

No Report

9.2. Finance and Audit Committee

9.2.1 October and November Report

The following resolution was tabled for approval;

MOVED BY: J. Kuczynski
SECONDED BY: M. DeMars

BE IT RESOLVED: That the Santé Manitouwadge Health Board of Directors approves the October and November 2024 Financial Statements as presented.

CARRIED!

9.2.2

The following resolution was tabled for approval;

MOVED BY: J. MacEachern
SECONDED BY: J. Kuczynski

BE IT RESOLVED: That the Santé Manitouwadge Health Board of Directors approves the NWO Health Record Program (Meditech Expanse) in the amount of \$190,240 in capital expenditure for this fiscal year with a variance (+/-) of 10% due to forecasting from November 2024 to March 2025 and that the CEO be able to execute any related documents.

CARRIED!

9.3. Executive Committee
No Report

9.4. Medical Advisory Committee
No Report

10. Fundraising – Update

11 New Business

11.1 2024/2025 Base Funding Related to Recent Arbitration Awards – reviewed by Board members.

11.2 One-Time Funding for Temporary Locum Program - reviewed by Board members.

12 Other Business

13. Quality – Quarterly Report

14. Correspondence

15. Maintenance – Jan Report – reviewed by board members.

16. Consent Agenda Items Approval:

a. Minutes of Board of Directors Meeting held: Dec 10, 2024

MOVED BY: J. Kuczynski
SECONDED BY: R. Warren

BE IT RESOLVED: That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held Dec 10, 2024.

CARRIED!

17. In Camera

The following resolution was tabled for approval;

MOVED BY: J. Ward
SECONDED BY: M. DeMars

BE IT RESOLVED: That we move into an In-Camera session at 2054.

CARRIED!

The following resolution was tabled for approval;

MOVED BY: J. Ward
SECONDED BY: M. DeMars

BE IT RESOLVED: That we move out of In-Camera session at 2140

CARRIED!

17. Place and Time of Next Meeting – Dec 10, 2024, at 1900.

MOVED BY: M. DeMars
SECONDED BY: L Kannar

BE IT RESOLVED: That the next meeting of the Board of Directors of Santé Manitouwadge Health be held on Tuesday, Feb 25, 2025, in the Judith C. Harris Boardroom.

CARRIED!

18. Adjournment


There being no further business to conduct. The following resolution was submitted for consideration.

MOVED BY: J. Ward
BE IT RESOLVED: That this meeting be adjourned.

CARRIED!

Mr. Smith thanked everyone for attending and the meeting adjourned at 2141 hours.

19 For the Good of the Board



Annie Janveau, CEO



Rolly Smith, Board Chair