

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH
ON Tuesday, November 25, 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
	Reene Warren	Director
	Louie Kannar	Director
	Dr. Cimona	Chief of Staff
	Megan Esarte	Director of Clinical Services, Chief Nursing Officer
	Annie Janveau	CEO
	Amy Gray	Director of Finance
Absent:	Trena Roberts	Director of Community Programs and Services

- 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 went over Bioethics: Reducing Harm and Promoting Ethics in Health Care with the Board members.
- 5. Patient Story**
Mrs. Esarte briefed the BOD on a patient story.
- 6. Board Chair Report**
No Report
- 7. Chief of Staff Report**
Dr. Cimona briefed the Board of Directors on the status of the Family Health Team.
- 8. Administration Report**
Strategic Directive #1
SMH will be proactive to individual and community needs.
 - We had the kickoff meeting on September 30th with LBCG regarding the LTC Gap Analysis. A site visit has been coordinated for November 4th and 5th. In the meantime, we are forwarding background documents to initiate phase 1 of the assessment.
 - 807 Management has finalized the pre-capital submission; this is to address the conversion of ELDCAP beds to LTC beds. The document has been submitted to MLTC, MOH, and OH. 807 Management is coordinating a meeting that will have MLTC, MOH, OH, and SMH in attendance.
 - The Action Plan for 2025-26 Emergency Department Pay 4 Results Funding has been approved. The action plan is to direct funds towards efficiencies and improvements within our Health Records and Emergency Departments.
 - Locum coverage continues to be consistent with Dr. Remillard and Dr. Marshall booked for December. Continuing to book locums for the New Year to fill our vacant positions.

- The second offer from Practice Ready Ontario was declined, as an offer was accepted elsewhere. Application was submitted to the next Cohort. There are 24 participants in this cohort and 17 sites. Two resumes have been received to date.
- Annie and Megan attended the 2025 NOSM U Community Concierge Recruitment Event in Sudbury and the College Boreal Career Fair. A lot of engagement with medical students and residents. Connections made for potential locum opportunities for 2026 graduates. Engagement with learners and local opportunities shared with positive interest.
- The twin site visit with Espanola Regional Hospital for MediTech Expanse was an excellent learning and networking opportunity. It provided us with insight into the realities and complexities of the very large project. The knowledge gained now allows the Expanse Leads in our organization to advocate for changes to mitigate complications when SMH goes live.

Strategic Directive #2:

SMH will sustain outstanding quality and operations.

- We have one agency RN on site at this time.
- There is a conditional offer of employment for a permanent full-time RN pending successful completion of the NCLEX and a clear vulnerable sector check. They are anticipated to write the NCLEX Nov 12, 2025.
- eCTAS continues with a few issues with access. SMH is working with staff to get their issues cleared so each RN is able to perform eCTAS.
- Megan, Martha, and Erika have been working to transition from RAI-MDS to interrail which is a Ministry of Long-Term Care requirement. The Bridge team (for Meditech Expanse) is funding the interface with PointClickCare to still be able to use our MedeCare Software. These systems are used to perform quarterly, and as needed, assessments on our LTC residents. All the data is submitted to CIHI. This charting system is also being developed and will be embedded in MediTech Expanse.
- We received our HIRF funding letter, SMH's 2025/26 allocation is 465,200. Tim from MET Engineering was on site September 25th and October 24th to do a walk through and develop a capital infrastructure budget plan.
- SMH is currently continuing with an off-site Ministry of Long-Term Care inspection. Documents have been requested for the two compliance orders and are under review. The hope is to have this follow-up inspection completed by Nov 21, 2025, with a written report to follow in the coming weeks.
- Santé Manitouwadge Health has a 2nd year Med student from NOSM Oct. 20, 2025, to Nov. 1, 2025, and positive feedback from the student. Leaving recommending Manitouwadge to others.
- Ontario Health and the Ministry of Health have jointly requested all hospitals complete a Hospital Sector Stabilization Plan (HSSP) report. The report requires hospitals to submit forecasted financials and develop board approved hospital balance plans if a deficit is projected. SMH completed the report using standardized planning parameters and projected a surplus for the current fiscal of 158,891.

Strategic Directive #3:

SMH will be innovators in service and program delivery.

- The Older Adult Exercise program has restarted with good participation. We are excited to see what the satisfaction surveys return.
- The meeting with NOSH for the chemotherapy program was cancelled by NOSH due to a scheduling conflict. SMH is still continuing to explore options for our local residents to receive chemotherapy closer to home.
- Many of the staff are participating in the MediTech Expanse project by being Subject Matter Experts (SMEs) and participating in biweekly meetings, with homework, to establish local workflows and what needs to be considered for the Expanse rollout in Fall/Winter 2027.
- We have received \$50,000 in funding for the French Language Services (FLS) Projects. We have placed an order for new bilingual signage throughout the facility.

- FHT had two flu/COVID clinics. The FHT was not advised that the Public Health and Pharmacy was not doing any clinics this year. Therefore, the two clinics were well received, with not being prepared for the total of 220 people. Another clinic is being held for December 4, 2025, to meet the need of the community.
- The existing myRide contract with the Township expires March 31st, 2026. At this time, we do not believe it will continue beyond this date. SMH is doing a cost analysis to determine if we are able to absorb the program.
- The Halloween visits for pets and children held on Oct 30 and 31 was a huge success! It was well received by our long-term and alternate level of care residents.

Strategic Directive #4:

SMH will become a magnet workplace.

- FHT Executive Director continues to make efforts to try to recruit second and third physicians for the Manitouwadge Physicians Group.
- Our temporary Employee Service Coordinator, Linda, has accepted a position elsewhere. The position will be vacant until Katie's return December 8th. We wish Linda well on her next chapter.
- Stephanie Hardy has also accepted a position elsewhere. The Accounts Receivable role will be posted internally/externally. We wish her well on her future endeavors.
- Succession planning has begun for key positions over the next five years.
- We continue to put out postings for Physicians on Cherry Health (subscription service for health care services), HFO, Facebook group and other sites.
- Annie has been approved for the October Advanced Leadership Program in Toronto as required by the Fixing Long-Term Care Act. She was in attendance October 20th to 24th.
- The FHT Director submitted proposal to Ontario Health for Primary Care Expanse, requesting 1.0 NP and RN, 0.50 Health Promoter/Educator, and 0.50 Patient Care Navigator.
- We are continuing our efforts for recruitment of RNs, part-time RPNs and an MLT.
- We do have interest for an MLA to under fill the role of the MLT. We are looking to schedule an interview and explore this opportunity.
- ONA Arbitration has been awarded, and retroactive payments have been issued. UNIFOR Arbitration has begun.

9. Committee Reports

9.1. Governance Committee

No Report

9.2. Finance and Audit Committee

9.2.1 August and September Financial Reports

The following resolution was tabled for approval;

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

BE IT RESOLVED: That the Financial Statements from August and September 2025, be approved as presented.

CARRIED!

Executive Committee

No Report

9.3. Medical Advisory Committee

No Report

10. Fundraising – November Update

11 New Business

11.1 Policy IV-175 Harassment in the Workplace Program

11.2 Policy IV-170 Violence in the Workplace Program

The following resolution was tabled for approval;

MOVED BY: L. Kannar
SECONDED BY: J. Ward

BE IT RESOLVED: That the following policies be approved as presented and amended.

Policy IV-175 Harassment in the Workplace Program
Policy IV-170 Violence in the Workplace Program

CARRIED!

11.3 Hillrom Quotation

The following resolution was tabled for approval;

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

BE IT RESOLVED: That Santé Manitouwadge Health Board of Directors hereby approves the Hillrom quotation of \$5,865.18 plus HST and that the CEO be able to Execute any related documents.

CARRIED!

11.4 Resignation Letter – reviewed by Board members

12 Other Business

12.1 Conference Reports – reviewed by Board members

12.2 Christmas Dinner – Dinner at 6:00pm

13. Quality – Highlighted from Admin Report

14. Correspondence

15. Maintenance – Update

16. Consent Agenda Items Approval:

- a. Minutes of Board of Directors Meeting held: Sept 23, 2025

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

BE IT RESOLVED: That the following Consent Agenda items, be approved: Revised Minutes of Board of Directors Meeting held Sept 23, 2025.

CARRIED!

AND BE FURTHER RESOLVED:

MOVED BY: J. Kuczynski
SECONDED BY: L. Kannar

**That the following items be received:
Minutes of the Medical Advisory Committee held September 25,
2025:**

CARRIED!

17. In Camera

The following resolution was tabled for approval;

MOVED BY: J. Kuczynski
SECONDED BY: J. Ward

BE IT RESOLVED: That we move into an In-Camera session at 2055.

CARRIED!

The following resolution was tabled for approval;

MOVED BY: M. DeMars
SECONDED BY: L. Kannar

BE IT RESOLVED: That we move out of In-Camera session at 2126

CARRIED!

17. Place and Time of Next Meeting – Oct 28, 2025, 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, Dec 16, 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 2126hours.

19 For the Good of the Board

Janveau
Annie Janveau, CEO

R. Smith
Rolly Smith, Board Chair
Re: 25 NOV 2025 minutes