

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH
ON Tuesday, Oct 29, 2024, AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

PRESENT:	Rolly Smith	Board of Directors Chair
	Marcel DeMars	Director
	Jody Kuczynski	Director
	Louie Kannar	Director
	Dr. Cimona	Chief of Staff
	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	
Staff	Julie MacIntyre	Executive Assistant
Absent:	Jim Ward	Director
	Keisha Drapeau	Director
	John MacEachern	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 informed the Board of Directors that there will be an information binder that they can access pertaining to all recent hospital news/updates.
5. **Patient Story**
Mrs. Esarte updated the Board of Directors on a previous patient story regarding the Live Line Medication Dispensers and their success. More have been ordered.
6. **Board Chair Report**
Mr. Smith briefed the Board of Directors on a Regional Services Council meeting that he recently attended.
7. **Chief of Staff Report**
Dr. Cimona informed the Board of Directors that the Physicians Group has sufficient support for locums.
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. There was a recent meeting with the Township and they have provided us with an avenue for some financial support after the

project is officially approved by the MOH. We look forward to exploring this opportunity in the future.

- 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.
- Dr. Dalcin and Dr. Whyte, locum physicians, have been secured to provide support for Dr. Cimona for the month of October. Dr. Johnston, Dr. Whyte and Dr. Ajisafe will join us in November. Dr. Remillard is scheduled to return in December and along with Dr. Johnston.
- The next COVID 19 vaccination clinic is scheduled on Nov 6th with TBDHU along with the option to get a flu shot with it. The Family Health Team will be doing Flu/COVID clinics on November 12th, 14th, 26th, and 28th. Advertising going out soon.

Strategic Directive #2:

SMH will sustain outstanding quality and operations.

- We have one temporary full-time RN, Lorie Farmer who is filling in for a maternity leave. Lorie hopes to sign on to a permanent RN position at SMH after the temporary role is complete. She has been integrating well as a new member of the SMH team.
- We have one applicant for the IPAC/ONT/Staff/Occ Health position. We are awaiting confirmation of acceptance to this role and if accepted SMH will be positing for a permanent full time RN to fill the gap. There may be a need for a temporary agency RN until the summer of 2025 to keep staffing numbers whole until our staff on leave return.
- We do still have two agency RPNs. We are anticipating two new RPN staff members next spring once they complete their studies. We are exploring other options for filling in the RPN role with one agency RPN and using our internal RN staff and this may come to fruition in January 2025 until the RPN students complete their studies and NCLEX.
- The new air conditioning was completed in December, all reporting/documents have been submitted and we received our final funding.
- 1 individual from the Health and Safety committee signed up to complete the level 1 certification. Once started they have 30 days to complete the course.
- The latest education that was provided to the staff is the Pediatric Advanced Life Support (PALS). We hope to have all staff certified by October 2024.
- BLS course for nursing, DI and Physio will be held November 16th and 17th, 2024. We will be scheduling the remainder of ACLS and PALS in the near future as well.
- We will be having our routine MDRD equipment inspection in July.
- Our new BMD machine has been ordered and there is a slight delay to the installation. The new installation and staff training will occur on December 16 & 17, 2024.
- The EMR, PS Suites migration of the server was upgraded by TELUS on Oct 18th and went live on Oct. 21st. The whole process went smoothly.
- The Equity and Indigenous Health Service Accountability Agreement (SAA) has been given an extension to all hospitals.

Strategic Directive #3:

SMH will be innovators in service and program delivery.

- The formation and maturation of the OHT is happening quickly. With the funding received so far, an Administrative Lead has been hired.
- No further response from OH re: SMH submitted a proposal to Ontario Health (Innovative Funding Program) for one-time funding. We continue to await a response. The last request for up to \$2,000,000 in initial funding. We continue to await a response. The last request for update from the Ministry was 18/03/24. The response then was that there were 700 applications, and they are still under review.
- The \$70,100 in one time funding received for the Community Hospice Bed has been confirmed to continue in the 2024/25 Fiscal. The funds can be allocated towards social work services, coordination of clinical delivery, medical supplies and equipment, training, homemaking services, or

IPAC expenditures. We are working towards developing a plan to utilize this in a meaningful and impactful manner-social worker/grief counsellor etc.

- Received confirmation at SMH will again receive \$10,000 in One-time funding for Alternate Level of Care (ALC) and Patient Flow. The purpose is to resolve discharge barriers patients face that are not addressed through pre-existing programs or funded supports. To date, SMH directed the funds towards the purchase of a standing transfer aid and Live Line Medication Dispensers (5) and have ordered 5 more.
- The Family Health Team received approval to realign the physiotherapist funding for the FHT Adult Mental Health Counsellor as this has been recognized as a priority need for our community.
- Construction funding subsidy for the LTC expansion has been extended.
- 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.
- There was a resubmission of our previous innovation funding project to the Northern HHR Strategy/Network funding.
- SMH Wellness Committee is now planning the staff Christmas party; the BOD are welcome. Invitations will be sent out shortly.
- MCC1 is installed and operational, this will ensure the circulation of heat in times of power outage which we did not have before.
- 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.

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 Manitowadge Physicians Group.
- There is a posting out for a permanent part-time Maintenance Engineer. This position will close October 24th, 2024, and we hope to find a hidden gem to join the SMH team.
- Celina MacKinnon is our new permanent full-time ward clerk and is working out wonderfully.
- Stephanie Watt has accepted the temporary part-time admitting clerk. She started with us September 13, 2024. We wish her well in her new role.
- Diane Calback completed the Grief Recovery Support Program training and is qualified to continue offering the Grief Recovery Method Program in Manitowadge.
- Succession planning has begun for key positions over the next five years.
- The Bill 124 Retroactive payment for Non-Union reimbursement has been issued. We have received new base funding from April – September to recover these additional compensation costs.
- A report has been submitted for further reimbursement for the Bill 124 Retroactive payment, which includes projected cost up to March 31st, 2025. We have not received confirmation of the recovery.
- The new ONA and Unifor contracts were signed off as well as the renewal of the Public Health Contract.
- We continue to put out postings for Physicians on Cherry Health (subscription service for health care services), HFO, Facebook group and other sites.
- SMH has offered and the offer was accepted for the permanent full-time MLT position. Kevin Nold will be starting his position with SMH on November 29, 2024. We look forward to him joining the SMH team.

9. Committee Reports

9.1. Governance Committee

No Report

9.2. Finance and Audit Committee

9.2.1 SMH Income Statement – LTC Expansion – Stephanie Hardy reviewed with Board members

9.3. Executive Committee
No Report

9.4. Medical Advisory Committee
No Report

10. Fundraising – Update

11 New Business

11.1 Board Resignation – reviewed by Board

11.2 ELDCAP Advisory Meeting - reviewed by Board

12 Other Business

12.1 Conference Reports – Trena Roberts updated the BOD on Diane Callbacks recent Grief Recovery Training Method

12.2 Meditech Expanse – reviewed by board members

13. Quality – Highlighted from Admin Report

14. Correspondence

15. Maintenance – Oct Report – reviewed by board members

16. Consent Agenda Items Approval:

17. In Camera

The following resolution was tabled for approval;

MOVED BY: M. DeMars

SECONDED BY: L. Kannar

BE IT RESOLVED: That we move into an In-Camera session at 2033.

CARRIED!

The following resolution was tabled for approval;

MOVED BY: J. Kuczynski

SECONDED BY: L. Kannar

BE IT RESOLVED: That we move out of In-Camera session at 2124.

CARRIED!

17. Place and Time of Next Meeting – Nov 26, 2024, at 1900.

MOVED BY: M. DeMars

SECONDED BY: J. Kuczynski

BE IT RESOLVED: That the next meeting of the Board of Directors of Santé Manitouswadge Health be held on Tuesday, Nov 26, 2024, 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:

M. DeMars


BE IT RESOLVED:

That this meeting be adjourned.

CARRIED!

Mr. Smith thanked everyone for attending and the meeting adjourned at 2125 hours.

19 For the Good of the Board



Annie Janveau, CEO



Rolly Smith, Board Chair