

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH
ON Tuesday, July 21, 2020 AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

PRESENT:	Aaron Baker	Director
	Valerie Newton	Director
	Rolly Smith	Director
	Donna Jaunzarins	Director
	Marcel DeMars	Director
	Belinda Schleier	Director
	Raymond Lelièvre	Director
	Cathy Kelly	Director
	John MacEachern	Abecedarian
	Debbie Hardy	CEO
Dr. A. Pauls	Chief of Staff	
Annie Janveau	Chief Nursing Officer	
ABSENT:	Peter Ruel	Director
	A. Gray	Manager of Finance
	M. Esarte	Director of Community Programs and Services
STAFF:	Stephanie Hardy	Accounts Receivable Clerk

1. Call to Order

Mr. Aaron Baker took the chair and called the meeting to order at 1833.

2. Certificate of Notice Circulated to all Directors

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

3. Declaration of Conflict

None to Report

4. Trustee Education

The committee board structures were reviewed by Board members.

5. Patient Story

None to Report

6. Board Chair Report

No Report

7. Chief of Staff Report

No Report

8. Administration Report

Strategic Directive #1

SMH will be proactive to individual and community needs

- The myRide van is up and running again. Easing back into full swing, the myRide service will only be available for transport Monday to Thursday from 8am-1pm for medical appointments only. The clinic and family health team will work to schedule appointments for patients requiring this service

within the time frame. This schedule is temporary until recruitment for two part-time coordinators is complete. A job posting is going up and hop to have interviews in the coming weeks. Liana will be leaving the program once the new coordinators are fully trained. The volunteers for the program will not be utilized as of yet, but we look forward to getting back into full swing in the future. The plan going forward once we are back into full swing is to utilize the coordinators for rides during business hours and seek volunteer support for afterhours/weekends.

- Maintenance has received a quote for materials for clinic renovation costs and will be included in the board package.
- NOSP has approached us to integrate them within SMH (space wise). We are looking at our available space i.e. awaiting to see if Victim Services, CCAC will be returning to our building and we also need to see what financial impact to the clinic will be as they are intending to give up space as their child/family councilors are moving into the schools.
- A physical barrier remains in place between primary care and the rest of the facility to prevent cross contamination as they open their doors to more clients. This is a step to keep out LTC safe and meet all their guidelines.
- The Family Health Team entrance is open to individuals with scheduled in-person appointments only. Patients are being screened for COVID the day prior to their appointment and are required to wear a face covering while in the building.
- The LTC COVID guidelines are recently changed. As of July 15, residents can have two (2) visitors at a time with all the rules as before with the exception of the swabbing. And, as of the 22 of July indoor visitation will be allowed. Guidelines include the maintaining a visitor log, swabbing, screening, physical distancing, hand hygiene and the use of surgical/procedure mask.

Strategic Directive #2:

SMH will sustain outstanding quality and operations

- Dr. Jun Park will be joining the Manitouwadge Physicians Group as a permanent full-time physician effective July 31, 2020. Dr. Pauls will be extending his stay unit August 14, 2020 to ensure a smooth transition for Dr. Park. The vacant practice will be covered with locum physicians until another permanent can be recruited. The wait time for a scheduled appointment with the physician is approximately 1 month. Some services have re-opened for primary care as well as the Family Health Team. In-person appointments will be scheduled based on the providers clinical judgement in regards to the presenting concern(s).
- Our accreditation survey previously scheduled for June 2020 has been delayed a suggested dated of November.

Strategic Directive #3:

SMH will be innovators in service and program delivery

- The Family Health Team physiotherapist, Wallace, is scheduled to join the team starting November 2, 2020 to run the Chronic Pain Program as well as deliver other needed physiotherapy services.
- The Assisted Living Program has been put on hold due to the COVID-19 pandemic. We are still working on program development during the pandemic but implementation is delayed. PSWs have been recruited for SMH and with this; the Assisted Living Program will have its needed PSW support for the patients.
- The chemo program regionally is under review – more details will follow once known. Individual facilities are now ordering their own chemo medications with a process to monitor waste. The long-term plan is that Thunder Bay will mix all chemotherapy and distribute along the north shore for all hospitals. This will manage issues of standards compliance, certification, and competencies.

Strategic Directive #4:

SMH will become a magnet workplace

- We have received one applicant for the Nurse Practitioner position at the Family Health Team. We hope to interview the applicant before month end.

- Recruitment for a full-time physiotherapist for the Family Health Team is underway.
- Recruitment for a temporary full-time receptionist for the Family Health Team is underway. Christine has relocated to Hearst to be closer to family.
- We are expecting the arrival of a new Temp. RN (Christian Allera) to arrive August 4, 2020 to fill an open maternity leave.
- We are feeling optimistic that we have a candidate for the OTN/Staff Health position. 1 PSW was hired and we are in the midst of completing the process for one more PSW and an RPN.
- Jocelyn Bourgoin is expected to start as the interim Director of Community Programs and Services mid-August. He has started his training for this new role.
- Stephanie Hardy was the successful candidate for Amy's position she has been learning the role on a daily basis. Steph is currently filling the Accounts Receivable role and we are collaborating with the FHT in order to meet the staffing required to manage the Accounts Receivable role and the FHT reception role.
- Maintenance has hired 2 students and they began working July 2, 2020 as planned.
- The planned upgrades to the house at 34 Mona has been started.

9. Committee Reports

9.1. Governance Committee

No Report

9.2. Finance and Audit Committee

No Report

9.3. Executive Committee

No Report

9.4. Medical Advisory Committee

Regional Ordering Privileges

The following resolution was tabled for approval;

MOVED BY: D. Jaunzarins
SECONDED BY: R. Smith

BE IT RESOLVED: That as recommended by the MAC supports the granting of Regional Ordering privileges up to December 31st, 2020 the listed professionals.

Dr. Alexandra Bastiany	TBRHSC
Dr. Hillary Bohler	NOSH
Dr. Matthew D'Mello	TBRHSC
Dr. Rohyn Duffus	TBRHSC
Dr. Laurel Mazurik	Sioux Lookout Meno Ya Win Health Centre
Dr. Rizwan Rafiq	Lake of the Woods District Hospital
Dr. Sahaana Rangarajan	NOSH

CARRIED!

Locum Tenen Privileges

The following resolution was tabled for approval;

MOVED BY: V. Newton
SECONDED BY: R. Lelièvre

BE IT RESOLVED: That as recommended by the MAC supports the granting of Locum Tenens privileges up to December 31st, 2020 the listed professional.

Dr. Michael Cheng
Dr. Nigel Fernandopulle
Dr. Paul Nathan Terrana
Dr. Shoan Kale

CARRIED!

10. New Business

10.1 Clinic Information

Mrs. Hardy gave the Board of Directors an update on the clinic finances. It was discussed that NOSP would be leaving the clinic but moving into the hospital so it would remain cost neutral. The Chiropractor is also interested in relocating his practice into an available space within the clinic.

10.2 Roof Heat Tracing

The following resolution was tabled for approval;

MOVED BY: M. DeMars
SECONDED BY: C. Kelly

BE IT RESOLVED: That Santé Manitouwadge Board of Directors approves the purchase of Heat Tracing in the amount of \$18,120.00 plus HST and that the CEO be authorized to execute any related documents;

CARRIED!

10.3 Chemo Update

Mrs. Janveau explained to the Board that the chemo nurse will be no longer be providing services in the coming months, a posting will be going up for their replacement. There are limited resources along the Northshore for chemo administration and Thunder Bay Regional is aware of the situation. With this shortage the Chemo program may be put on hold until the positions are filled.

11. Other Business

12. In-Camera Session

13. Correspondence

14. Consent Agenda Items

Approval:

- a. Minutes of Board of Directors Meeting held: June 23rd, 2020

MOVED BY: R. Lelièvre
SECONDED BY: V. Newton

BE IT RESOLVED: That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held: June 23rd, 2020

AND BE FURTHER RESOLVED: That the following items be received:
Minutes of the Medical Advisory Committee held:
June 18th, 2020

CARRIED!

15. Place and Time of Next Meeting – August 25th, 2020 at 1900.

MOVED BY: M. DeMars
SECONDED BY: C. Kelly

BE IT RESOLVED: That the next meeting of the Board of Directors of Santé Manitouswadge Health be held on Tuesday, August 25th 2020 in the Judith C. Harris Boardroom

CARRIED!

16. Adjournment

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

MOVED BY: C. Kelly
BE IT RESOLVED: That this meeting be adjourned.

Mr. Baker thanked everyone for attending and the meeting adjourned at 1902 hours.

17. For the Good of the Board

Debbie Hardy, CEO

Aaron Baker for; Peter Ruel ,Board Chair