

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH  
ON Tuesday, May 18, 2021 AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

<b>PRESENT:</b>	Valerie Newton	Board of Directors Chair
	Rolly Smith	Board of Directors Vice-Chair
	Donna Jaunzarins	Director
	Cathy Kelly	Director
	Marcel DeMars	Director
	Belinda Schleier	Director
	John MacEachern	Director
	Peter Ruel	Director
	Isabelle Ouellet	Director
	Debbie Hardy	CEO
	Annie Janveau	Chief Nursing Officer
<b>Staff:</b>	Julie MacIntyre	Executive Assistant/Finance Clerk
<b>Absent:</b>	Dr. J. Park	Chief of Staff
	J. Bourgoin	Director of Community Programs and Services
	Keisha Cannon	Abecedarian

**1. Call to Order**

Mrs. Valerie Newton, the chair called the meeting to order at 1901.

**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**

Mrs. Janveau discussed the recent program that was developed between SMH and the OPP; improving police and hospital transition waiting times/transfer of care for patients. This will ensure safe patient and staff care.

**5. Patient Story**

Mrs. Janveau explained to the Board of Directors that SMH currently has no chemo services as the current chemo nurse is on maternity leave and there are no other qualified RN's to fill this position.

**6. Board Chair Report**

Mrs. Newton expressed her satisfaction with the recent vaccination clinic.

**7. Chief of Staff Report**

No Report

**8. Administration Report**

**Strategic Directive #1**

**SMH will be proactive to individual and community needs**

- Primary care has received three pulse oximeters via nursing to assist in monitoring any COVID-19 patients recuperating at home. The monitors are used as early detectors of deteriorating conditions and can help inform decision making to access further assistance.

- On May 6<sup>th</sup>, SMH became the first district site to store COVID-19 vaccines overnight. It permitted an early start on the 7<sup>th</sup> for a full day of vaccination. Our proactive efforts in meeting the stringent storage requirements have resulted in excellent results. The integrated nature of SMH was crucial in meeting the standards.
- As of May 7<sup>th</sup>, Manitouwadge has provided vaccines to anyone over 40 who requested it and may under that age group. The rest of Ontario starts booking appointments to 40 and above on May 10<sup>th</sup>.
- New canvas tents have been purchased for sun coverage when LTC or any patient wishes to go outside.

**Strategic Directive #2:**

**SMH will sustain outstanding quality and operations**

- The DI department is currently having demonstrations for the new U/S including an updated echocardiography module.
- Ontario health team discussions continue at the Regional level.
- Early collaborate phases with College to develop local Pharmacy on-site Tech's through on-line learning.
- One FHT nursing staff has been granted access to the MOSAIC patient records to help support cancer patients who need to go to Thunder Bay for treatment until the hospital can train new chemo nurses. This access provides improved continuity between primary care and Thunder Bay Cancer Care.
- The Centre for Education and Research on Aging & Health (CERAH) has begun planning for the 2021 NOW Palliative Care Online Summit (Oct. 28) and have asked RN Amanda Warford to highlight on the excellent Palliative Care Program SMH has been providing to our residents for the past few years.
- Integration has allowed receptionists and the ward clerks to provide services and help within the FHT while they have been short of staff.
- Admin continues to cross train staff within purchasing/payroll/finance to prevent any gaps should one person need to be off for extended times including leaves and vacation.

**Strategic Directive #3:**

**SMH will be innovators in service and program delivery**

- On May 7<sup>th</sup>, 301 residents were vaccinated at the recreation centre in a well-coordinated effort. This brings the total vaccinated in Manitouwadge to 993 with 70 consents on file awaiting an appointment. The last clinic was difficult to fill. Unless more residents express desire for the vaccine, focus will shift to delivering second doses as soon as they become available. The next clinic will include remaining first doses and second doses. No date has been set as the Public Health Unit has requested we pause clinic planning for the next few weeks.
- SMH has resumed respite care for community members in need.

**Strategic Directive #4:**

**SMH will become a magnet workplace**

- A Nurse Manager has completed her orientation and will prove to be a great asset to SMH
- We are in the early stages of exploring another staff member completing the chemo education.
- Efforts continue to recruit adequate nursing staff.
- We have 2 RN's who have expressed interest in positions however we are awaiting licensing and processes to complete.
- We have acquired another 3 month contract RN starting May 17, 2021
- The front desk receptionist has completed orientation as we prepare for a maternity leave starting next week.
- Our new dietitian who will cover a maternity leave is undergoing orientation with Kiera. Sandra Tsui is excited to work in such an integrated organization and looks forward to the experience.
- A new receptionist has been hired for the FHT role. Amanda Held was the successful candidate and

will start work May 25, 2021.

- Efforts continue to recruit a physiotherapist for the FHT
- Efforts to recruit two physicians are ongoing.

## 9. Committee Reports

### 9.1. Governance Committee

No Report

### 9.2. Finance and Audit Committee

**9.2.1 Budget** – Amy Gray presented an update on the 2021/2022 Budget

**9.2.2 Audit Update** – Mrs. Hardy advised the Board that the 2020 -2021 audit was in the final stage of completion.

### 9.3. Executive Committee

No Report

### 9.4. Medical Advisory Committee

No Report

## 10. New Business

**10.1 LTC MST Policy/Minister Letter** – reviewed by Board members.

**10.2 NOSP Update** – reviewed by Board members.

**10.3 Retaining Wall (26 Mona)** – Mrs. Hardy explained to the Board that the retaining wall at 26 Mona is in need of repairs and will be a budget item in the 2021/22 budget.

**10.4 Office Space** – P. Ruel has requested office space at SMH.

## 11. Other Business

**11.1 Conference Reports** – reviewed by Board members

**11.2 OHT Update** – reviewed by Board members

**11.3 Bursary Update** - Mrs. Hardy advised the Board that to date no applications have been submitted.

## 12. Quality

Highlights from Administration Report discussed:

- Hospital Administration cross training
- LTC tents purchased
- Vaccine clinic
- DI vendors site visit

## 13 Correspondence

## 14 Consent Agenda Items

### Approval:

- a. Minutes of Board of Directors Meeting held: April 27, 2021

**MOVED BY:**

**D. Jaunzarins**

**SECONDED BY:**

**C. Kelly**

**BE IT RESOLVED:**

**That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held: April 27, 2021.**

## 15 In Camera

**16. Place and Time of Next Meeting** – June 22, 2021 at 1900.

**MOVED BY:** R. Smith  
**SECONDED BY:** P. Ruel

**BE IT RESOLVED:** That the next meeting of the Board of Directors of Santé Manitouwadge Health be held on Tuesday, June 29nd 2021 in the Judith C. Harris Boardroom/Virtual.

**CARRIED!**

**17. Adjournment**

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

**MOVED BY:** D. Jaunzarins  
**BE IT RESOLVED:** That this meeting be adjourned.

**CARRIED!**

Mrs. Newton thanked everyone for attending and the meeting adjourned at 2021 hours.

**17 For the Good of the Board**

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Debbie Hardy, CEO

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Valerie Newton ,Board Chair