

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH
ON Tuesday, May 12, 2022 AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

PRESENT:	Peter Ruel	Board of Directors Chair
	Rolly Smith	Board of Directors Vice-Chair
	Donna Jaunzarins	Director
	Marcel DeMars	Director
	Belinda Schleier	Director
	Isabelle Ouellet	Director
	Charrly Maynard	Director
	Debbie Hardy	CEO
	Annie Janveau	Chief Nursing Officer
Staff:	Amy Gray	Finance Manager
	Julie MacIntyre	Executive Assistant
Absent:	Keisha Drapeau	Director
	John MacEachern	Director
	M. Esarte	Director of Community Programs and Services
	Dr. Cimona	Chief of Staff

1. Call to Order

Mr. Peter Ruel, the board chair called the meeting to order at 1902.

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. Hardy reviewed Policy IX-3 Conflict of Interest, Policy IX-4 Board Confidentiality and Policy IX-9 Meeting Attendance with the Board members. All changes accepted.

5. Patient Story

Mrs. Janveau informed the board of an incident that occurred at SMH. A community member has a loved one in SMH and one of their family members threatened a staff member which led to OPP involvement. SMH has now placed strict visitation rules for this individual and if the behavior continues further measures will be taken. Mrs. Janveau will be meeting with the individual to discuss a visitation schedule.

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

- SMH continues to provide support at the TBDHU led vaccination clinics for COVID-19. The clinics have been moved back to the recreation center in anticipation of larger clinics.
- LTC residents have been offered 4th dose booster vaccines. These are not mandatory at this point

in time. The vaccine has been provided to the unit to administer to consenting residents. They should be receiving them shortly.

- SMH and all the Northshore Hospitals/facilities are staying the course of having 3rd dose vaccine as previously mandated.
- SMH has had an amazing compliance rate for vaccinations. Staff members have been offered booster doses or have been made aware of the new mandatory requirements for the MOHLTC. We have one PSW who has refused the third COVID vaccine dose.
- We continue to work with agencies and have created a recruitment and retention package hoping to entice permanent workers – we have hired 3 agency nurses with 1 RN who has completed his orientation and 2 more who will be joining us in the next 2 weeks.
- Annie continues to fill in the excess shifts on the unit when needed.
- The LTC expansion – a letter from the Minister of Long Term Care has been received (under embargo) confirming the 18 beds approval for LTC.

Strategic Directive #2:

SMH will sustain outstanding quality and operations

- Accreditation Canada was on site April 20th and 21st. The initial report has been received with the final report and decision to be sent in the coming weeks. 92% compliance received on over 1400 points of assessment – 33 missed. CEO will be appealing some of this report as not in agreement with some of the assessment.
- We have completed the flooring project with laundry being the last of the project.
- Scheduling of locums has not been a need but has been a struggle. Locums are less likely to come to the north as the payment is not worth it for many of them. Conversations are occurring with recruiters throughout the area as well as Ontario Health to take this concern to the provincial level.
- New OTN equipment has arrived and is in the process of being set up.
- The RN who had expressed interest in the Chemotherapy program has signed up to the course which will commence in April. Education and training is expected to take us into the fall.
- Discussions are being held with Nipigon/SMH to find and share a HR resource person to help with the WSIB, lengthy illness work plans as it is conflict for the Manager/CNO to continue with this role – since discussions began in Nipigon has decided not to pursue this opportunity.

Strategic Directive #3:

SMH will be innovators in service and program delivery

- The TBDHU continues to work with SMH and the Township to ensure community need is being met.
- A review of the IT partnership is under review.
- A community member has successfully moved into the Lakeview apartment and is coping well at the moment. We hope this community member will be our first official Assisted Living client once we have the staff to support the program.
- Megan has signed on with Confederation College to be an instructor for the hands on lab for a PSW student in the community. Lab sessions will start April 26th and continue until June 30th. We hope to recruit this student as a PSW after the program is complete.
- A second Regional proposal is submitted in regards to cyber security enhancements.

Strategic Directive #4:

SMH will become a magnet workplace

- A regional task force has been formed to address the HHR issues across NW Ontario.
- SMH completed an application to provide mentorship for Internationally Educated Nurses as the province and College of Nurses work fast track nurses into our workforce. The initial group did not make it to us but we will continue to make SMH available to help with any requirements the Nurses may require.
- Efforts continue to recruit a physiotherapist and nurse practitioner for the FHT as well as a third physician for the Manitouwadge Physicians Group.

- We continue to strive to have a full complement of SMH nursing staff which ideally would include 2 part-time RN's.
- Our previous Infection Control person has returned on a contract part time basis until the end of April and discussions will be had to discuss future role within SMH.
- Succession planning has begun for key positions over the next five years.
- A proposal for funding has been submitted to the Northern Development and mines to hire a temporary person to develop a fundraising plan and to pursue fundraising opportunities.

9. Committee Reports

9.1. Governance Committee

No Report

9.2. Finance and Audit Committee

The February financial statements were reviewed by Ms. Amy Gray. She advised that at the end of the February there was a surplus of \$160,488.00.

The following resolution was tabled for approval;

MOVED BY: C. Maynard
SECONDED BY: D. Jaunzarins

BE IT RESOLVED: That the Financial Statement for February 2022, be approved as presented.

CARRIED!

9.3. Executive Committee

The following resolution was tabled for approval;

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

BE IT RESOLVED: That the Executive Committee of the Board of Directors of Santé Manitouswage Health hereby approves the write off of \$9,253.63 for the 2021/22 fiscal year at their April 28, 2022 meeting.

CARRIED!

The following resolution was tabled for approval;

MOVED BY: M. DeMars
SECONDED BY: R. Smith

BE IT RESOLVED: That the Executive Committee of the Board of Directors of Santé Manitouswage Health hereby approves the support to fund up to \$17,000.00 for wage and benefit contribution plus 52 weeks of full time (35hr/week) if Northern Ontario Heritage Fund Corporation accepts the application for an Interim position of Fundraiser/Recruiter for one year.

CARRIED!

9.4. Medical Advisory Committee

No Report

10. New Business

10.1 Foundation Search

The following resolution was tabled for approval;

MOVED BY: R. Smith
SECONDED BY: M. DeMars

BE IT RESOLVED: That Santé Manitouwadge Board of Directors approves a 5 year membership with Foundation Search for \$8,995.00 plus HST and that the CEO be approved to execute any related documents.

CARRIED!

10.2 NOHFC – Mrs. Hardy explained to the Board that she applied for funding for a one year Interim/Recruiter position.

10.3 OHT – reviewed by Board members

10.4 Accreditation – reviewed by Board members

11. Other Business

12. Quality – Highlighted from Admin Report

13 Correspondence

14 Consent Agenda Items Approval:

- a. Minutes of Board of Directors Meeting held: March 22, 2022

MOVED BY: D. Jaunzarins
SECONDED BY: C. Maynard

BE IT RESOLVED: That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held: March 22, 2022

CARRIED!

15 In Camera

The following resolution was tabled for approval;

MOVED BY: C. Maynard
SECONDED BY: B. Schleier

BE IT RESOLVED: That we move into an In-Camera session at 1957

CARRIED!

The following resolution was tabled for approval while in camera;

MOVED BY: D. Jaunzarins

SECONDED BY: I. Ouellet

BE IT RESOLVED: That the Santé Manitowadge Health Board of Directors approves the appointment of Ms. Amy Gray of Director of Finance for Santé Manitowadge Health.

CARRIED!

The following resolution was tabled for approval while in camera;

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

BE IT RESOLVED: That the Santé Manitowadge Health Board of Directors approves the Pay Grid revision for the Nurse Manager position.

CARRIED!

The following resolution was tabled for approval while in camera;

MOVED BY: M. DeMars
SECONDED BY: R. Smith

BE IT RESOLVED: That the Santé Manitowadge Health Board of Directors approves the Pay Grid revision for Directors and Chief Executive Officer positions.

CARRIED!

The following resolution was tabled for approval;

MOVED BY: I. Ouellet
SECONDED BY: D. Jaunzarins

BE IT RESOLVED: That we move out of In-Camera session at 2045.

CARRIED!

16. Place and Time of Next Meeting – May 24, 2022 at 1900.

MOVED BY: M. DeMars
SECONDED BY: B. Schleier

BE IT RESOLVED: That the next meeting of the Board of Directors of Santé Manitowadge Health be held on Tuesday, May 24, 2022 in the Judith C. Harris Boardroom.

CARRIED!

17. Adjournment

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

**MOVED BY:
BE IT RESOLVED:**

**D. Jaunzarins
That this meeting be adjourned.**

CARRIED!

Mr. Ruel thanked everyone for attending and the meeting adjourned at 2102 hours.

17 For the Good of the Board

Debbie Hardy, CEO

Peter Ruel ,Board Chair