

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH
ON Tuesday, October 25, 2022 AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

PRESENT:	Rolly Smith	Board of Directors Chair
	Charrly Maynard	Director
	Keisha Drapeau	Director
	John MacEachern	Director
	Louie Kannar	Director
	Marcel DeMars	Director
	Isabelle Ouellet	Director
	Debbie Hardy	CEO
	Annie Janveau	Chief Nursing Officer
	M. Esarte	Director of Community Programs and Services
	Amy Gray	Director of Finance
	Dr. Cimona	Chief of Staff
Staff:	Julie MacIntyre	Executive Assistant
Absent:	Jody Kuczynski	Director

1. Call to Order

Ms. Charrly Maynard, Director 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

None to Report

4. Trustee Education

Mrs. Hardy recommended the Board of Directors provide ideas for future Trustee Education, ideas that may interest them.

5. Patient Story

Mrs. Hardy explained to the Board of Directors the demands of the health care system and the despairing reality of wait times for scans/procedures.

6. Board Chair Report

No Report

7. Chief of Staff Report

Dr. Cimona informed the Board of Directors that the Physicians Group patient care service flow is at a normal pace. An issue SMH is currently struggling with is TBRHSC capacity as it is affecting patient care and affecting SMH services.

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. The clinic held in July will be on November 2nd and another on November 24, 2022. We have yet to receive any responses for the children aged 6 months to 4 years despite doing a mail out to all families with children in that age group. The TBDHU will be offering registration to that age group for the larger clinics to try and peak interest.

- 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. Staff members without a 4th dose of the COVID vaccine are required to antigen test 3 times per week.
- We continue to work with agencies and have created a recruitment and retention package hoping to entice permanent workers.
- The LTC expansion – No updates as of yet from the MOH

Strategic Directive #2:

SMH will sustain outstanding quality and operations

- Accreditation Canada – SMH received Accreditation with Commendation, although this is an excellent standing especially with the HHR shortages we have experienced and COVID-19, we have did appeal some of their findings with most of them being changed to met. In the end our award remained the same.
- We were approved for 2 of the Infection Prevention and Control funding applications to be used for education and well as N95 testing.
- The physicians do not have any upcoming locum needs. The Physicians Group is aware that if we wish to get an on-site locum, it is likely 4 months' notice would be needed.
- New OTN equipment has arrived and is functioning well – funding received. The part needed for the wound care camera has arrived and it is working well.
- One of our local nurses has completed their onsite chemotherapy training at TBRHSC. We hope to be able to reintroduce the chemo program locally.
- The Manitowadge Physicians Group and the Manitowadge Family Health Team have signed contracts for Ocean e-referral. This system will allow for electronic submission and tracking of patient referrals to specialists both in and out of the Region. Patients will also receive updates regarding their referrals via email. Notice will go out to the community to provide email addresses should they wish to receive updates. We are still waiting for many organizations and specialists to on-board but they are slowly joining the portal with TBRHSC to fully launch their DI department in the New Year.
- Megan will be going on maternity leave in November 2022 from 12-18 months. Courtney Atkins is the successful candidate for the Temporary Manager FHT for the duration of the maternity leave. Her anticipated start date is November 1, 2022.

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 for COVID vaccinations. The clinics have been low in numbers.
- The permanent FHT RN will be returning to the role for orientation mid-December and assuming the full-time commitment January 3, 2023. Raj, our agency RN, will be completing her contract with her last day being January 6, 2023.
- Moh completed his Wounds Canada Conference and will be applying to become Wound years to come. The bulk of the program is online and he will be required to complete a practicum. This is not expected to greatly impact patient care services for the FHT. Once completed, Manitowadge will have its very own advanced wound care RN.
- As the OHT formation for Thunder Bay and district continues to move forward, progress is happening at a slow pace.

**Strategic Directive #4:
SMH will become a magnet workplace**

- A regional task force has been formed to address the HHR issues across NW Ontario – other than Agency staff there is no other short term fixes however we continue to lobby MOH for additional funding, Access to International staff through an easier process and working with colleges and Universities.
- SMH Mentorship for Internationally Educated Nurses – no change but we remain to be committed should a nurse request SMH
- We have gained staff as employees of SMH including RN from Texas, return of a maternity leave nurses and a Diagnostic Imaging staff to fill in for illness, vacation etc. We also have 2 Casual Rn's who travel from Hornepayne and SSM to assist us.
- Efforts continue to recruit a physiotherapist and nurse practitioner for the FHT as well as a third physician for the Manitouwadge Physicians Group. Discussions are occurring to temporarily under fill the NP position with an RN to help support the physicians.
- 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 and is approved, interviews have been completed and the heritage process is in place.
- As we try to move forward in the constraints of COVID our staff has restarted the Wellness Committee and is planning upcoming activities.

9. Committee Reports

9.1. Governance Committee

10.

No Report

10.1. Finance and Audit Committee

The Julye financial statements were reviewed by Ms. Amy Gray. She advised that at the end of the April there was a deficit of \$43,941.00

The following resolution was tabled for approval;

MOVED BY: J. MacEachern

SECONDED BY: M. DeMars

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

CARRIED!

The August financial statements were reviewed by Ms. Amy Gray. She advised that at the end of the May there was a deficit of \$70,781.00

The following resolution was tabled for approval;

MOVED BY: J. MacEachern

SECONDED BY: M. DeMars

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

CARRIED!

The following resolution was tabled for approval;

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

BE IT RESOLVED: That the Santé Manitouwadge Health Board of Directors approves a 0% interest loan to Cassie Osiecki for \$20,000.00 in support of her education.

CARRIED!

10.2. Executive Committee
No Report

10.3. Medical Advisory Committee
No Report

9.5 Nomination Committee

The following resolution was tabled for approval;

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

BE IT RESOLVED: That Mr. Jim Ward be appointed as Director to the Board of Santé Manitouwadge Health for a term of 3 years ending October of 2025 in accordance with Corporate bylaws.

CARRIED!

11. New Business

10.1 Snow Removal Tender

The following resolution was tabled for approval;

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

BE IT RESOLVED: That the Santé Manitouwadge Health Board of Directors approves the tender bid from J & J Equipment Rentals for Snow Removal and Sanding and the CEO be approved to execute and related documents.

CARRIED!

The following resolution was tabled for approval;

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

BE IT RESOLVED: That the Santé Manitouwadge Health Board of Directors approves the tender bid from J & J Equipment Rentals for Snow Removal on Sidewalks/Walkways and the CEO be approved to execute and related documents.

CARRIED!

12. Other Business

11.1 Conference Reports – reviewed by Board members

11.2 Form 2.01 – reviewed by Board members

11.3 Wellness Letter – reviewed by Board members

11.4 NOHFC – reviewed by Board members

13. Quality – CQI Committee

13 Correspondence

13.1 Rural and Northern Immigration Pilot - reviewed by Board members

14 Consent Agenda Items Approval:

a. Minutes of Board of Directors Meeting held: September 27, 2022

MOVED BY: J. MacEachern

SECONDED BY: I. Kannar

BE IT RESOLVED: That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held: September 27, 2022 with amended changes.

CARRIED!

15 In Camera

16. Place and Time of Next Meeting – November 22, 2022 at 1900.

MOVED BY: K. Drapeau

SECONDED BY: I. Ouellet

BE IT RESOLVED: That the next meeting of the Board of Directors of Santé Manitouswadge Health be held on Tuesday, November 22, 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: J. MacEachern

BE IT RESOLVED: That this meeting be adjourned.

CARRIED!

Ms. Maynard thanked everyone for attending and the meeting adjourned at 1938 hours.

17 For the Good of the Board

Debbie Hardy, CEO

Charrly Maynard ,Director