

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH  
ON Tuesday, May 30, 2023 AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

<b>PRESENT:</b>	Rolly Smith	Board of Directors Chair
	Charrly Maynard	Vice-Chair
	Marcel DeMars	Director
	Jody Kuczynski	Director
	Jim Ward	Director
	Isabelle Ouellet	Director
	Louie Kannar	Director
	Debbie Hardy	CEO
	Annie Janveau	Chief Nursing Officer
	Amy Gray	Director of Finance
	C. Atkins	Interim. Director of Community Programs and Services
<b>Staff</b>	Julie MacIntyre	Executive Assistant
<b>Absent:</b>	Keisha Drapeau	Director
	John MacEachern	Director
	Dr. Cimona	Chief of Staff

**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**

None to Report

**4. Trustee Education**

Mrs. Atkins went through the credentialing process with the Board members and updated them on the new NRECs policy.

**The following resolution was tabled for approval;**

**MOVED BY: M. DeMars**

**SECONDED BY: J. Ward**

**BE IT RESOLVED: That the Santé Manitouswadge Health Board of Directors approves the revised NRACPP policy as presented.**

**CARRIED!**

**5. Patient Story**

Mrs. Janveau discussed with the Board of Directors a situation that involved an adult patient that came to SMH emergency room and was not happy with the care they received. An appointment was made by family members in regards to this situation; it was discussed that as the patient was an adult their information could not be disclosed. Mrs. Janveau explained practice guidelines to the family.

**6. Board Chair Report**

No Report

**7. Chief of Staff Report**

## **8. Administration Report**

### **Strategic Directive #1**

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

- The LTC expansion – no new updates
- The COVID out-break is over and currently no staff/clients are positive
- COVID swabs are now sent to Public Health for testing due to the expiry of the kits, the Biofire no longer being supported in case of failure – we would need to purchase a service agreement on our own and there is no funding to continue purchasing kits from MOH
- Assessment Centre funding will continue through 2023/24 – we are still awaiting details as it was set to expire March 31, 2023.

### **Strategic Directive #2:**

#### **SMH will sustain outstanding quality and operations**

- We have been notified that we will be going through the Accreditation Canada process with on-site visits June 2024
- We are still awaiting a contract from TBRHSC in order to restart the chemo program.
- The Digital Health Enhancement continues to move forward with the business plan.
- Our Admin dept. is looking forward to the return of the Employee Services person in early June.
- TBRHSC has realized the need for education in the district and is working on a plan to meet the needs.
- Cassie return to SMH is July 4. She will resume X-Ray and while she has not yet had the opportunity to write her exam for echo she will be able to do the work of echo's under a medical directive from Dr. Lai.
- 2 Staff- one PSW and one FHT reception are enrolled in the RPN Stay at Home Learning program which is MOH sponsored to include fees for tuition & book. The program starts in September however, over the summer one is updating her sciences and math as a pre-requisite. At the end of the schooling they are required to give return of service of 1 year.

### **Strategic Directive #3:**

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

- Work on the OHT formation for Thunder Bay and district continues to move forward – A meeting for the naming ceremony was held May 23 in Thunder Bay
- The CNIB Eye Van recently announced their 2023 tour schedule. The Eye Van will be in Manitowadge the beginning of September, and preparations have begun in collaboration with the MFHT.
- The 2023 Annual Bed, Gold, and Beyond Gold Fundraising Tournament will take place on June 17<sup>th</sup>. Teams are encouraged to get registered as soon as possible.

### **Strategic Directive #4:**

#### **SMH will become a magnet workplace**

- We are currently in the process of obtaining a nurse from the US
- We have attracted and hired a permanent full-time PSW from outside the community. Her start date was May 23. We welcome Joanne Wither who comes with good recommendation from her past experiences at the Finlandia Village Nursing Home in Sudbury.
- One of our current RPN's has expressed interest in a RN position as she enters her last year of education in obtaining her BSCB
- 2 Agency nurses secured for the summer Aaron is a recurring agency nurse, Louise started May 25 and Kenneth starts June 2. This will allow for SMH to grant summer vacation requests that the nursing staff of SMH have submitted.

- 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.
- WE continue to work with agencies and have created a recruitment and retention package hoping to entice permanent workers.
- Courtney and Annie attended Career Fair – update will be given at the meeting by them

**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 January there was a surplus of \$159,580.00

The following resolution was tabled for approval;

**MOVED BY:** M. DeMars  
**SECONDED BY:** L. Kannar

**BE IT RESOLVED:** That the Financial Statement for February 2023, be approved as presented.

**CARRIED!**

**9.3. Executive Committee**

No Report

**9.4. Medical Advisory Committee**

The following resolution was tabled for approval;

**MOVED BY:** J. Kuczynski  
**SECONDED BY:** C. Maynard

**BE IT RESOLVED:** That as recommended by the MAC at their May 25<sup>th</sup>, 2023 meeting the following professionals be granted Regional Ordering privileges up to December 31<sup>st</sup>, 2023.

See Attached List

**CARRIED!**

**9.5 Executive Committee**

**9.5.1 Mins of Meeting** – reviewed by Board members

**10. Fundraising May Report** – reviewed by Board members

**11 New Business**

**11.1 Motion Quotation**

The following resolution was tabled for approval;

**MOVED BY:** L. Kannar  
**SECONDED BY:** I. Ouellet

**BE IT RESOLVED:**

**That the Santé Manitouwadge Health Board of Directors approves the Motion quotation for the amount of \$19,513.54 plus HST and that the CEO be approved to execute any related documents.**

**CARRIED!**

**12 Other Business**

**12.1 CTV OHA Article** – reviewed by Board members

**12.2 Conference Report** – reviewed by Board members

**12.3 JHC Bursary**– reviewed by Board members

**13. Quality – OHA Analytics Sick Leave Dashboard** – reviewed by Board members

**14. Correspondence**

**13.1 OHA Naming** – reviewed by Board members

**15. Consent Agenda Items Approval:**

a. Minutes of Board of Directors Meeting held: March 28, 2022

**MOVED BY:**

**C. Maynard**

**SECONDED BY:**

**J. Kuczynski**

**BE IT RESOLVED:**

**That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held: March 28, 2022 with amended changes.**

**CARRIED!**

**16. In Camera**

**17. Place and Time of Next Meeting** – June 27, 2023 at 1900.

**MOVED BY:**

**M. DeMars**

**SECONDED BY:**

**L. Kannar**

**BE IT RESOLVED:**

**That the next meeting of the Board of Directors of Santé Manitouwadge Health be held on Tuesday, June 27, 2023 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:**

**I. Ouellet**

**BE IT RESOLVED:**

**That this meeting be adjourned.**

**CARRIED!**

Mr. Smith thanked everyone for attending and the meeting adjourned at 2019 hours.

**19 For the Good of the Board**

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Debbie Hardy, CEO

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Rolly Smith , Board Chair