

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH
ON Tuesday, January 26, 2021 AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

PRESENT: Valerie Newton Director
Rolly Smith Director
Donna Jaunzarins Director
Cathy Kelly Director
Marcel DeMars Director
Belinda Schleier Director
John MacEachern Director
Debbie Hardy CEO
J. Bourgoin Director of Community Programs and Services
Dr. J. Park Chief of Staff

ABSENT: Annie Janveau Chief Nursing Officer

STAFF: Julie MacIntyre Executive Assistant/Finance Clerk

Guest: Keisha Canon

1. Call to Order

Mrs. Valerie Newton took the chair and 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 the annual Board policies.

5. Patient Story

Mr. Bourgoin shared a recent story about a patient that came in for a regular appointment and mentioned that his mother had feeling unwell to the FHT nurse; which led to the physician attending the patient's house. Upon examination it was discovered that the mother was close to end of life and the patient was unable to live on his own. It was then that the FHT Social Worker became involved and worked with the family. Mr. Bourgoin explained how this is an example of how the Family Health Team Program is such an excellent asset for the community.

6. Board Chair Report

Mrs. Newton advised the Board that the agenda would be revised.

7. Chief of Staff Report

Dr. Park informed the Board members that J. Bourgoin is doing an excellent job in securing locums for the Family Health Team and that overall everything is going well.

8. Administration Report

Strategic Directive #1

SMH will be proactive to individual and community needs

- SMH has responded to the Provincial Color status of our zone. Moving into Orange Zone in

December did not bring huge changes but rather slight adjustments to existing policies i.e. cloth masks in the facility were replaced with minimum level 2 surgical masks. Virtual care as appropriate is encouraged. The one impact felt by a couple LTC residents is that their outings to home were once again cancelled. Moving into lockdown again did not have a huge impact on services however we did have to as PACE to put their program on hold. The leader who does work with our LTC has been COVID screening weekly with our staff and will complete the Infection Control and Practices Core competency on line in order to continue socializing with residents in need.

- The ultrasound was broken and expected to be out of services for 7-10 days. We expect resolution Mon January 8, 2021 as parts had to be ordered and the Tech's have a plan to catch up on delayed U/S as quickly as possible.
- The pandemic continues to impact service delivery in primary care. Efforts to keep everyone safe and with enhanced precautions continues. Virtual appointments are being provided whenever possible. MyRide has limited transport to medically essential appointments and individuals who live in isolation going to one other household.
- Internal HHR (human health resources) have been realigned to enhance resident social and mental wellbeing.

Strategic Directive #2:

SMH will sustain outstanding quality and operations

- Quantitative fit testing was provided to all staff in December by trained staff members. The machine required for the testing was rented from a safety company in Sudbury and we are planning to continue with this testing every 2 years. Staff hired in the interim will have the Qualitative fit testing provided by SMH trained staff.
- The Director of the FHT/Community Services has been successful in continuing to recruit locums. Dr. MacTavish, a previous full time Dr. had returned for a locum with us and hopes to return in the future with the goal of providing Advanced Cardiac Life Support (ACLS) education to our eligible staff

Strategic Directive #3:

SMH will be innovators in service and program delivery

- Hospice Northwest has proposed a funding realignment that would see all district programs pool their limited funding to host a regional coordinator that would reduce the time commitment our social worker needs to provide for administrative functions. Opportunities to enhance services to Manitowadge and the district are being pursued with Hospice Northwest.

Strategic Directive #4:

SMH will become a magnet workplace

- We continue to work on staffing solutions and are reaching out to agencies offering solutions. We are also trying to obtain information, the process, and find a company to assist with IEN's (Internationally Educated Nurses).
- The position of Nurse Manager remains vacant. At this time Annie continues covering the daily duties of the position.
- Efforts continue to recruit a NP or train our own.
- Efforts to recruit physicians remain high priority.
- SHM will participate in NOSM virtual community engagement session for Family Medicine Residents to increase our profile and opportunities within the NOSM residents. This virtual session will allow the profiling of our community and the type of medicine practiced here. The session is on January 29, 2021.
- Efforts to recruit two permanent physicians continue. There has been success in securing regular locums who wish to come for a month at a time which has been very helpful. Dr. Park will be pursuing further training in emergency medicine during May, June and July and an additional locum

is needed during this time.

- The FHT physiotherapy will be filled with a casual individual depending on locum scheduling and pandemic restrictions.

9. Committee Reports

9.1. Governance Committee

No Report

9.2. Finance and Audit Committee

The November financial statements were reviewed by Ms. Julie MacIntyre. She advised that at the end of the November there was a surplus of \$54,389.00.

The following resolution was tabled for approval;

MOVED BY: J. MacEachern

SECONDED BY: B. Schleier

BE IT RESOLVED: That the Financial Statements for November 2020, be approved as presented.

CARRIED!

The December financial statements were reviewed by Ms. Julie MacIntyre. She advised that at the end of the December there was a deficit of \$43,801.00.

The following resolution was tabled for approval;

MOVED BY: J. MacEachern

SECONDED BY: B. Schleier

BE IT RESOLVED: That the Financial Statements for December 2020, be approved as presented.

CARRIED!

9.3. Executive Committee

No Report

9.4. Medical Advisory Committee

No Report

10. New Business

10.1 COVID Assessment and Testing Centre Agreement-was reviewed by Board members

10.2 COVID Provincial Diagnostic Network Agreement-was reviewed by Board members

10.3 Institutional Membership Invitation – Health Care Ethics

The following resolution was tabled for approval;

MOVED BY: D. Jaunzarins

SECONDED BY: C. Kelly

BE IT RESOLVED: That Santé Manitouwadge Health Board of Directors hereby approves the membership to the Centre of Health Care Ethics through Lakehead University for \$1,820.00 HST and that it be renewed annually.

CARRIED!

11. Other Business

12. In-Camera Session

The following resolution was tabled for approval;

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

BE IT RESOLVED: That we move into an In-Camera session at 1953 and that Mrs. Hardy be requested to attend.

CARRIED!

The following resolution was tabled for approval;

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

BE IT RESOLVED: That we move out of In-Camera session at 2001.

CARRIED!

13. Correspondence

13.1 Grafica Invoice – reviewed by Board members

13.2 Town of Marathon Letter – reviewed by Board members

14. Consent Agenda Items

Approval:

- a. Minutes of Board of Directors Meeting held: November 24, 2020

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

BE IT RESOLVED: That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held: November 24, 2020 with amended changes.

AND BE FURTHER RESOLVED:

MOVED BY:
SECONDED BY:

**That the following items be received:
Minutes of the Medical Advisory Committee held:**

CARRIED!

15. Place and Time of Next Meeting – February 23rd, 2021 at 1900.

MOVED BY:

C. Kelly

SECONDED BY:

M. DeMars

BE IT RESOLVED:

**That the next meeting of the Board of Directors of Santé
Manitouwadge Health be held on Tuesday, February 23rd 2021 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:

D. Jaunzarins

BE IT RESOLVED:

That this meeting be adjourned.

Mrs. Newton thanked everyone for attending and the meeting adjourned at 2001 hours.

17. For the Good of the Board

Debbie Hardy, CEO

Valerie Newton ,Board Chair