

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH  
ON Tuesday, December 13, 2022 AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

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

**1. Call to Order**

Mr. Rolly Smith, Board Chair called the meeting to order at 1904.

**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 ED Peer to Peer Program with the Board members.

**5. Patient Story**

Mrs. Hardy briefed the Board members on a situation that involved a patient's family member thinking it was appropriate to stop by a SMH's employee's house after hours to discuss a hospital matter that they were not happy with. A letter was sent to them explaining this is not proper protocol and will not be tolerated.

**6. Board Chair Report**

No Report

**7. Chief of Staff Report**

Dr. Cimona updated the Board on the lack of available antibiotics and medication for children.

**8. Administration Report**

**Strategic Directive #1**

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

- A safety hand rail has been added outside the MFHT door as per request of a Senior Advocate in town.
- 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 4<sup>th</sup> dose of the COVID vaccine are required to antigen test 3 times per week. Staff influenza rates are currently around 36%.

- The LTC expansion – Initial documents submitted however we are still awaiting the Comfort Letter from CRA for submission.
- The MFHT offered evening flu vaccine clinics in October and November for patients unable to access a flu shot during regular work hours.

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

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

- One of our local nurses has completed their onsite chemotherapy training at TBRHSC. We are awaiting a contract from TBRHSC in order to restart the program.
- The Digital Health is preparing to submit the business plan for the new MediTech expense which will replace our current MediTech Electronic Medical Record.
- Our Temporary Employee Services Coordinator has left the position and we have restricted our current employees to fulfill these requirements until our regular person returns from Maternity Leave (date not submitted yet but expecting May return).
- A Peer to Peer program has been developed with a go-live date of Dec 7/22.
- TBRHSC has realized the need for education in the district and is working on a plan to meet the needs.

### **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.
- Our current Dietitian will be going on Maternity leave early 2023 and job ads have been posted for interim person.
- Work on the OHT formation for Thunder Bay and district continues to move forward, progress is happening at a slow pace and Mental Health will be one of the first priorities.
- A meeting with TBRHSC is scheduled to review the chemo service delivery contract.

### **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
- 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.
- Braeden Kotyk has been hired as our temporary person to develop a fundraising plan and to pursue fundraising opportunities over the next 52 weeks through the Heritage Fund program.
- We continue to work with agencies and have created a recruitment and retention package hoping to entice permanent workers.
- The posting for a PSW received two promising resumes. Interviews are being scheduled.

- 9. **Committee Reports**
  - 9.1. **Governance Committee**  
No Report
  - 9.2. **Finance and Audit Committee**  
No Report
  - 9.3. **Executive Committee**  
No Report
  - 9.4. **Medical Advisory Committee**  
No Report

**10. New Business**

**11. Other Business**

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

**12. Quality – Q2 Report**

**13 Correspondence**

**14 Consent Agenda Items Approval:**

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

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

**BE IT RESOLVED:** That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held: November 22, 2022 with amended changes.

**CARRIED!**

**15 In Camera**

**16. Place and Time of Next Meeting – January 24, 2023 at 1900.**

**MOVED BY:** K. Drapeau  
**SECONDED BY:** J. Ward

**BE IT RESOLVED:** That the next meeting of the Board of Directors of Santé Manitouswage Health be held on Tuesday, January 24, 2023 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:** C. Maynard  
**BE IT RESOLVED:** That this meeting be adjourned.

**CARRIED!**

Mr. Smith thanked everyone for attending and the meeting adjourned at 1918 hours.

**17 For the Good of the Board**

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Debbie Hardy, CEO

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Rolly Smith , Board Chair