

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH  
ON Tuesday, Dec 12, 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
	Jim Ward	Director
	John MacEachern	Director
	Jody Kuczynski	Director
	Louie Kannar	Director
	Keisha Drapeau	Director
	Annie Janveau	Interim CEO
	Amy Gray	Director of Finance
	Megan Esarte	Director of Community Programs and Services
	C. Atkins	Interim. Director of Community Programs and Services
	Dr. Cimona	Chief of Staff
<b>Staff</b>	Julie MacIntyre	Executive Assistant
<b>Absent:</b>	Isabelle Ouellet	Director

**1. Call to Order**

Mr. Rolly Smith, Board Chair called the meeting to order at 1855.

**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**

None to Report

**5. Patient Story**

Mrs. Janveau expressed her gratitude for Ornge Air in the recent transfer of a patient and their compassion towards the patient and their family.

**6. Board Chair Report**

No Report

**7. Chief of Staff Report**

Dr. Cimona briefed the Board of Directors on the status of the Family Health Team and the challenges it faces.

**8. Administration Report**

**Strategic Directive #1**

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

- The LTC expansion – We have finally received the Comfort letter from the CRA which is a requirement for the expansion. Megan has returned part-time from her leave and has started working on footage, space and we are moving forward with creating a capital and operational budget for the project.
- We have been approved for Emergency Department Pay 4 Results Funding; however, we are still required to submit a Site Readiness Assessment by December 15<sup>th</sup>. The total funding for the

2023/24 Fiscal Year amounts to \$100,000 in one-time funding. The action plan is to direct the funds towards efficiencies and improvements within our Health Records and Emergency Departments.

**Strategic Directive #2:**

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

- We are still awaiting a contract from TBRHSC to restart the chemo program.
- The Northwestern Ontario Health Record Business Case Master Project Agreement has been signed; this is a regional shared agreement to govern the HIS. The Financing Agreement with TBRHSC has also been signed. The loan negotiations are progressing. We are anticipating a March 2025 Kick Off for the Northwest Region.
- While the nursing department is doing well it is short of staff. Vacancies include 1 – FT RPN, 1 FT PSW, as well as part-time and casual positions for all designations. We have received interest in the FT RN position. This applicant would have a delayed start as it is an international nurse.
- SMH is still recruiting a FT MLT in the lab, in the meantime our MLA is fitting in well.
- The new air conditioning remains incomplete. We are working with MET Engineering to have All North Plumbing & Heating complete the project as soon as possible. Once the project is complete will conclude our ICIP funding.
- We received our first large donation from the efforts that Jordan has been putting in. A \$32,000 cheque was received for 2 beds.

**Strategic Directive #3:**

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

- The formation and maturation of the OHT is happening quickly. With the funding received so far, an Administrative Lead has been hired.
- No further response from OH re: SMH submitted a proposal to Ontario Health (Innovative Funding Program) for a one-time funding project for a CT scanner. The funding could provide up to \$2,000,000 in initial funding. We continue to await a response.
- We have received \$10,000 in One-Time Funding for Alternate Level of Care (ALC) and Patient Flow Initiatives. The purpose is to resolve discharge barriers patients face that are not addressed through pre-existing programs or funded supports.

**Strategic Directive #4:**

**SMH will become a magnet workplace.**

- Efforts continue to recruit a physiotherapist and nurse practitioner for the FHT as well as a third physician for the Manitouwadge Physicians Group. The hunt for a full-time replacement continues to fill the FHT Dietitians mat leave. In the interim, a Dietitian from neighboring community has been coming to Manitouwadge once a month to fulfill LTC requirements and see a few high-need patients. Discussions are occurring to temporarily under fill the NP position with an RN to help support the physicians.
- We are anticipating a maternity leave commencing in June 2024 for Employee Services Coordinator position, we will begin recruitment efforts for the leave soon.
- Succession planning has begun for key positions over the next five years.
- A report has been submitted for reimbursement of \$296,000 for the Bill 124 Unifor Retroactive payment. We have not received confirmation of the recovery.
- The Bill 124 Retroactive payment for Non-Union reimbursement has not been submitted for recovery yet. The OHA has issued guidance that Phase 2 templates for reimbursement will be issued soon.
- Our Voluntary Life and Long-Term Benefits provider has initiated a dispute with OHA and provided notice of termination effective April 1<sup>st</sup>, 2024. This dispute has been forwarded to mediation and plan members will not be affected during mediation. In the meantime, SMH will be reviewing the Provincial Benefits Program sponsored by OHA and HIROC for Ontario Hospitals.

- 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. **Fundraising November Report** – reviewed by Board members

11 **New Business**

11.1 **Hospice Accountability Agreement 2023/2024**

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 \$70,100.00 in expenditures and capital purchases compensated by the 2023/24 one-time funding received for the Co-located Hospice Bed and that the CEO be approved to execute any related documents.

**CARRIED!**

11.2 **Troy Life & Fire Safey Ltd. Quotation**

The following resolution was tabled for approval;

**MOVED BY:** J. MacEachern  
**SECONDED BY:** J. Kuczynski

**BE IT RESOLVED:** That the Santé Manitouwadge Health Board of Directors approves the Troy Life & Fire Ltd. Quotation for \$3,782.00 plus HST and that the CEO be approved to execute any related documents.

**CARRIED!**

- 11.3 **ALC One-Time Funding** – reviewed by Board members.
- 11.4 **John Andrews Foundation** – reviewed by Board members.
- 11.5 **LTC Report** – reviewed by Board members.
- 11.6 **LTC Standardization** – reviewed by Board members.

12 **Other Business**

13. **Quality – Highlighted from Admin Report**

14. **Correspondence**

14.1 **Doctor Recruitment Email** – reviewed by Board members.

**15. Consent Agenda Items Approval:**

a. Minutes of Board of Directors Meeting held: Nov 21, 2023

**MOVED BY:** J. Ward  
**SECONDED BY:** M. DeMars

**BE IT RESOLVED:** That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held Nov 21, 2023.

**CARRIED!**

**16. In Camera**

The following resolution was tabled for approval;

**MOVED BY:** J. MacEachern  
**SECONDED BY:** J. Ward

**BE IT RESOLVED:** That we move into an In-Camera session at 1940.

**CARRIED!**

The following resolution was tabled for approval;

**MOVED BY:** J. MacEachern  
**SECONDED BY:** J. Ward

**BE IT RESOLVED:** That we move out of In-Camera session at 2002.

**CARRIED!**

**17. Place and Time of Next Meeting – Jan 23, 2024, at 1900.**

**MOVED BY:** C. Maynard  
**SECONDED BY:** L. Kannar

**BE IT RESOLVED:** That the next meeting of the Board of Directors of Santé Manitouwadge Health be held on Tuesday, Jan 23, 2024, 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:** C. Maynard  
**BE IT RESOLVED:** That this meeting be adjourned.

**CARRIED!**

Mr. Smith thanked everyone for attending and the meeting adjourned at 2003 hours.

**19 For the Good of the Board**

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Annie Janveau, Interim CEO

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Rolly Smith, Board Chair