

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH
ON Tuesday, June 27, 2023 AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

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

1. Call to Order

Mr. Rolly Smith, Board Chair called the meeting to order at 1942.

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

The following resolution was tabled for approval;

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

BE IT RESOLVED: That the following policies be approved as presented:

**Suspect Opiate Overdose in a Staff Member
Cell Phone and Electronic Devices
Use of Social Media
Work Life Balance**

CARRIED!

5. Patient Story

Mrs. Janveau discussed a situation in regards to a patient that was transfer from SMH and returned; however upon return there was a miscommunication and patient was sent back. Though this experience was unfortunate it was educational for staff.

6. Board Chair Report

No Report

7. Chief of Staff Report

Dr. Cimona discussed the difficulties of physician recruitment to SMH; he also mentioned the services at the MFHT are heavy as usual however things are flowing effortlessly.

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 all Northshore East Hospitals.
- Public Health continues to provide monthly COVID-19 vaccination clinics at Family Health Team.
- Assessment Centre funding will continue through 2023/24 – we are still awaiting further details as it was set to expire Mar 31, 2023

Strategic Directive #2:

SMH will sustain outstanding quality and operations

- Accreditation Canada has provided us with on-site survey date visits June 2024 – correspondence in package.
- 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.
- 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.
- SMH has reenrolled in the PREP LTC program which provides funding to organizations taking on students clinical placements (PSW/RPN/RN/Lab...)

Strategic Directive #3:

SMH will be innovators in service and program delivery

- Work on the OHT formation for Thunder Bay and district continues and updates will be provided as they become available
- The CNIB Eye Van recently announced their 2023 tour schedule. The Eye Van will be in Manitouwadge the beginning of September, and preparations have begun in collaboration with the MFHT.
- The 2023 Annual Bed, Gold, and Beyond Gold Fundraising Tournament took place on June 17th, and we are proud to say it was a success! Thank you cards will be sent out soon to all those who donated and assisted with the event.

Strategic Directive #4:

SMH will become a magnet workplace

- We are currently in the process of obtaining a nurse from the US
- We are enjoying the addition of Joanne Wither who came from Sudbury with abundant past experiences.
- 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. The hunt for a full time replacement continues to fill the FHT Dietitians MAT leave. In the interim, a Dietitian from a 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.
- Succession planning has begun for key positions over the next five years. Maintenance Lead is with the job posting closing June 22, 2023. 8 applications received.
- WE continue to work with agencies and have created a recruitment and retention package hoping to entice permanent workers.
- For the first time in a long time we do have any FT RN or RPN lines vacant with the exception of temp MAT leave. If everything works out as projected we should be sitting comfortably and be self-sufficient for staffing come the New Year.

9. Committee Reports

9.1. Governance Committee

No Report

9.2. Finance and Audit Committee

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: C. Maynard
SECONDED BY: K. Drapeau

BE IT RESOLVED: That as recommended by the MAC at their June 22nd, 2023 meeting the following professionals be granted Regional Ordering privileges up to December 31st, 2023.

See Attached List

CARRIED!

9.5 Executive Committee

9.5.1 Mins of Meeting – reviewed by Board members

10. Fundraising June Report – reviewed by Board members

11 New Business

11.1 HSAA

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 2022 2023 HSAA submission.

CARRIED!

11.2 MSAA

The following resolution was tabled for approval;

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

BE IT RESOLVED: That the Santé Manitouwadge Health Board of Directors approves the 2022 2023 MSAA submission.

CARRIED!

11.3 Conference Report – reviewed by Board members

12 Other Business

12.1 OH Funding Letters – reviewed by Board members

13. Quality – Q4 Report – reviewed by Board members

14. Correspondence

13.1 Accreditation Canada – reviewed by Board members

15. Consent Agenda Items Approval:

- a. Minutes of Board of Directors Meeting held: May 30, 2022

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

BE IT RESOLVED: That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held: May 30, 2022 with amended changes.

CARRIED!

16. In Camera

17. Place and Time of Next Meeting – Sept 26, 2023 at 1900.

MOVED BY: J. Kuczynski
SECONDED BY: K. Drapeau

BE IT RESOLVED: That the next meeting of the Board of Directors of Santé Manitouwadge Health be held on Tuesday, Sept 26, 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:

M. DeMars

BE IT RESOLVED:

That this meeting be adjourned.

CARRIED!

Mr. Smith thanked everyone for attending and the meeting adjourned at 2104 hours.

19 For the Good of the Board

Debbie Hardy, CEO

Rolly Smith , Board Chair