

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS MEETING HELD AT SANTÉ MANITOUWADGE HEALTH
ON Tuesday, Nov 21, 2023, AT 1900 HOURS IN THE JUDITH C. HARRIS BOARDROOM**

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

1. Call to Order

Mr. Rolly Smith, Board Chair called the meeting to order at 1859.

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

Mr. Brenden O’Connell, Maintenance Lead, explained the issues with the oxygen and boilers to the Board of Directors as highlighted in his monthly report.

5. Patient Story

Dr. Nowierski briefed the Board of Directors on a delicate/complex patient situation.

6. Board Chair Report

No Report

7. Chief of Staff Report

No Report

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 submitted an action plan for Emergency Department Pay 4 Results funding. There has

been no follow-up from Ontario Health as to the next steps yet, but we do expect they will ask for a readiness assessment before Christmas.

- 2 community flu shot clinics have run at Family Health Team so far. 2 more are scheduled in November, with more evening clinics to be advertised soon.
- The Family Health Team is currently in communication with TBDHU regarding transferring responsibility of community COVID-19 vaccination clinics.
- This month, using some of the mental health funding the Family Health Team secured back in March, 240 individual hygiene kits were donated to the Manitouwadge Food Bank. Each pre-packaged kit included a toothbrush, toothpaste, bar soap, liquid body wash, hand sanitizer, razor, shave cream, nail file, shower cap, comb, shampoo, and conditioner.

Strategic Directive #2:

SMH will sustain outstanding quality and operations.

- We are still awaiting a contract from TBRHSC to restart the chemo program.
- The Digital Health Enhancement updates will be provided as the system evolves – there is talk of a soft launch starting between January and March 2024, but no date confirmed.
- 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.
- A new Nurse Manager has been hired from within – Martha Ladoucer.
- The new co-op student for the fall 2023 school year has started.
- Ashley is doing well in the lab and is fitting in well.
- As a quality improvement initiative and to enhance accessibility for caregivers of SMH residents. SMH implemented online payment options, the transition went well, and caregivers have been pleased with the update.
- The new air conditioning project is anticipated to be completed by the end of September. It is operational currently. Once the project is completed it will conclude our ICIP funding.

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.

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.
- Succession planning has begun for key positions over the next five years.
- Lab continues to run with 2 MLT's and 1 MLA causing added burden to the MLT's who are now doing 1 in 2 calls.
- Unifor Settlements – Recovery submitted for reimbursement at a cost of \$296,000.00 incremental cost.
- Non-Union recovery has not been submitted for claim back yet.
- Our Voluntary Life and Long-Term Benefits provider has initiated a dispute with OHA and provided notice of termination effective April 1st, 2024. This dispute results in the termination of all hospital plans that are OHA sponsored, including SMH. We are awaiting further communication regarding the next steps.

- Update- this has been forwarded to mediation and plan members will not be affected while in mediation.

9. Committee Reports

9.1. Governance Committee

No Report

9.2. Finance and Audit Committee

9.2.1 The September financial statements were reviewed by Ms. Amy Gray. She advised that at the end of September there was a deficit of \$177,506.00.

The following resolution was tabled for approval;

MOVED BY: J. MacEachern

SECONDED BY: J. Ward

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

CARRIED!

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 Job Fair

The following resolution was tabled for approval;

MOVED BY: J. MacEachern

SECONDED BY: M. DeMars

BE IT RESOLVED: That the Santé Manitowadge Health Board of Directors approves the purchase of a booth at the Job Fair in Thunder Bay in March of 2024 for \$2,625.00 plus HST and that the CEO be approved to execute any related documents.

CARRIED!

11.2 Lavallee Racing

The following resolution was tabled for approval;

MOVED BY: J. MacEachern

SECONDED BY: J. Kuczynski

BE IT RESOLVED: That the Santé Manitowadge Health Board of Directors approves the purchase up to \$7,000.00 for Boiler repairs and inspections from Lavallee Racing and that the CEO be approved to execute any related documents.

CARRIED!

11.3 Recognition Policy – reviewed by Board members.

11.4 Retention Incentive

The following resolution was tabled for approval;

MOVED BY: K. Drapeau

SECONDED BY: J. Ward

BE IT RESOLVED: That the Santé Manitouwadge Health Board of Directors approves the financial proposal for the retention incentive of \$6,500.00 for all designated professions.

CARRIED!

12 Other Business

12.1 Jims Locksmithing Quotation

The following resolution was tabled for approval;

MOVED BY: J. Kuczynski

SECONDED BY: M. DeMars

BE IT RESOLVED: That the Santé Manitouwadge Health Board of Directors approves the Jims Locksmithing quotation for \$35,725.49 for 5 corridor doors and that the CEO be approved to execute any related documents.

CARRIED!

12.2 Service Accountability Agreement – reviewed by Board members.

13. Quality – Highlighted from Admin Report

14. Correspondence

14.1 One-Time Funding for Retro ONA Awards – reviewed by Board members.

15. Consent Agenda Items Approval:

a. Minutes of Board of Directors Meeting held: Oct 30, 2023

MOVED BY: M. DeMars

SECONDED BY: J. Ward

BE IT RESOLVED: That the following Consent Agenda items, be approved: Minutes of Board of Directors Meeting held Oct 30, 2023, with amended changes.

CARRIED!

16. In Camera

The following resolution was tabled for approval;

MOVED BY: J. MacEachern

SECONDED BY: K. Drapeau

BE IT RESOLVED: That we move into an In-Camera session at 2030.

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 2038.

CARRIED!

The following resolution was tabled for approval;

MOVED BY: J. Ward

SECONDED BY: J. MacEachern

BE IT RESOLVED: That the Santé Manitouwadge Health Board of Directors direct the CEO to proceed as guided to Surgical Pathway DI and Surgical Pathway Funding, contingent upon receipt of the official letter form the Ministry of Health.

CARRIED!

17. Place and Time of Next Meeting – Dec 12, 2023, at 1900.

MOVED BY: J. MacEachern

SECONDED BY: K. Drapeau

BE IT RESOLVED: That the next meeting of the Board of Directors of Santé Manitouwadge Health be held on Tuesday, Dec 12, 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: J. Ward

BE IT RESOLVED: That this meeting be adjourned.

CARRIED!

Mr. Smith thanked everyone for attending and the meeting adjourned at 2039 hours.

19 For the Good of the Board

Annie Janveau, Interim CEO

Rolly Smith, Board Chair