



**Hôpital général de Nipissing Ouest**

**West Nipissing General Hospital**

725, chemin Coursol Road, Sturgeon Falls, ON P2B 2Y6

TEL: (705) 753-3110 • FAX: (705) 753-0210

**BOARD OF DIRECTORS**

**Monday, February 8, 2021 at 18:30 p.m. (Zoom)**

**- MINUTES -**

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**Present:**

Collin Bourgeois  
Cynthia Désormiers\*  
Eric Stevens  
Janet Parsons  
Dr. Ben Lalonde  
Sandra Lacoursiere\*  
Jamie Restoule  
Howard Longfellow  
Renée Ragnitz  
Robert Pilon  
Daniel Richard  
Mary Willemsen  
Julie St. Jacques  
Dr. Yves Vaillancourt  
Dan St. Georges, guest\*

**Regrets:**

Leo Malette

**1. Call to Order**

The meeting was called to order at 18:32 hours by the Chair.

**2. Education Session -NONE-**

**3. Declaration of Conflict of Interest / Declaration of Pecuniary Interest**

No conflicts were declared.

**4. Approval of Consent Agenda**

Moved by Eric Stevens and seconded by Janet Parsons

«THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF FEBRUARY 8<sup>TH</sup>, 2021, INCLUDING MINUTES, REPORTS AND RECOMMENDATIONS BE ACCEPTED AS PRESENTED,

**WITH THE FOLLOWING ITEMS:**

- .1 PRESIDENT & CEO NEWSLETTER – FEBRUARY 2021
- .2 BOARD OF DIRECTORS MEETING MINUTES – DECEMBER 14, 2021
- .3 FINANCE & AUDIT COMMITTEE MEETING – NOVEMBER 2020
- .4 HEALTH CARE QUALITY MINUTES **-NONE-**
- .5 ETHICS COMMITTEE MINUTES **-NONE-**
- .6 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES **-NONE-**
- .7 WNGH FOUNDATION BOARD MINUTES **-NONE-**
- .8 BOARD MEETING EVALUATION RESULTS – DECEMBER 14, 2020 »

**Carried M-21-01**

**5. Approval of Regular Agenda**

Moved by Jamie Restoule and seconded by Howie Longfellow

«THAT REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF FEBRUARY 8<sup>TH</sup>, 2021 BE ACCEPTED AS PRESENTED. »

**Carried M-21-02**



## **Regular Agenda**

### **.1 Chief of Staff Report**

Dr. Ben Lalonde informed members that there hasn't been a lot of new developments. There is a lot of talk surrounding the ongoing COVID-19 vaccine roll out. The Medical Advisory Committee is currently focused on annual credentialing of medical staff. We continue to seek coverage and recruit for hospitalist.

Dr. Lalonde noted that he continues to reach out to the Family Health Team regarding their commitment to the hospital. However, they do not seem interest in discussing matters. Our next steps would be to write a letter to the head of the FHT to discuss their obligation as per their contract.

### **.2 Credentials Committee Minutes – November 19<sup>th</sup> & December 17<sup>th</sup> 2020**

Moved by Renée Ragnitz and seconded by Robert Pilon

«THAT THE MINUTES FROM THE NOVEMBER 19<sup>TH</sup> AND DECEMBER 17<sup>TH</sup>, 2020  
CREDENTIALS COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

**Carried M-21-03**

### **.3 Medical Advisory Committee Minutes – November 19<sup>th</sup> & December 17<sup>th</sup> 2020**

Moved by Dan Richard and seconded by Mary Willemssen

«THAT THE MINUTES FROM THE NOVEMBER 19<sup>TH</sup> & DECEMBER 17<sup>TH</sup>, 2020  
MEDICAL ADVISORY COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

**Carried M-21-04**

### **.4 Medical Advisory Committee Recommendations – December 17<sup>th</sup> 2020 & January 21<sup>st</sup> 2021**

Moved by Julie St. Jacques and seconded by Eric Stevens

«THAT THE RECOMMENDATIONS ARISING FROM THE MEDICAL ADVISORY  
COMMITTEE MEETING OF DECEMBER 17<sup>TH</sup> 2020 AND JANUARY 21<sup>ST</sup> 2021 BE  
ACCEPTED AS PRESENTED. »

**Carried M-21-05**

### **.5 Hospital Insurance Coverage**

Cynthia Desormiers informed the group that Jean-Luc Rivet has sold Rivet Insurance to BrokerLink. Our current insurance policy will remain unchanged, however, Jean-Luc Rivet confirmed that on renewal for 2021-22, a pandemic exclusion will likely be added to the policy. Cynthia Desormiers noted that this may be a good opportunity for us to consider moving to the HealthPro.

### **.6 COVID-19/Vaccine Update**

It was noted that we have been working diligently to get vaccines in. Our original goal was to vaccinate the whole hospital at this point. We will be receiving 40 doses of Moderna vaccine tomorrow for our LTC residents only. Cynthia Desormiers informed the group that the 2<sup>nd</sup> dose is beginning to be administered to individuals in southern Ontario and we are seeing more general public receive the vaccine as well in other regions. Northern Ontario remains unseen despite increase in cases, including new cases with the variant of concern, in our region. Cynthia Desormiers noted that we are considering drafted a joint letter to the government detailing our concerns and that vaccine administration needs to be a priority in the North. A discussion on whether a formal letter to the government would be beneficial. Dr. Ben Lalonde noted his disagreement with the



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manoeuvre as we must understand that our case load remains low compared to the hot spot regions, there it a more of priority to get the public vaccinated in those areas. Members noted that while our numbers are low, it does not mean that they could increase drastically. And thus, we must do as much as possible to ensure we don't get to that point.

### Temporary License for 10 LTC Beds

Cynthia Desormiers noted that the application and supporting documents for the issuance of a new temporary license for the continued operation of ten (10) interim LTC beds was submitted to the MOHLTC on January 14, 2021. We have yet to receive the new license. Cynthia Desormiers has followed up with the MOHLTC, while they don't anticipate any issues with our application and the issuance of the license, they aren't sure as to why it is taking so long. We will continue to follow up accordingly to ensure we have continued capacity.

### .7 STD Management

A memo from Mireille Mageau was included in members' packages for review. It was noted that we have secured a third-party contractor, Cowan Group, to manage our Short Term Disability claims. This will allow a multidisciplinary team of RNs, Occupational Therapist, Kinesiologists, Disability Management Professionals and Case Managers with education in mental health to work collaboratively with the hospital and our employees to ensure a safe and timely return to work. It was noted that this is not a long-term approach, we are hopeful that in one to two years, we will be able to manage these claims again.

### .8 Meditech Expanse/NEON/New Co

Cynthia Desormiers provided the group with an update on the progress of Meditech Expanse project. This included an overview of the termination of NEON, the need to sign a Memorandum of Understanding (MOU) committing to the shared service organization model and to participate in the Wave 2 Implementation project. It was noted that there are online sessions to familiarize board members with the ONE Initiative and to provide better understanding of the ONE MOU, and Michael Martineau will present at the next board meeting to detail the project over the next several years.

Dan St. Georges provided members with an overview of the costs associated with Meditech Expanse. This included \$6.5 million over 10 years for capital and ongoing expenses. It was noted that expenses will begin as of May 1<sup>st</sup>, 2021.

### .9 TGLN: Routine Notification Rate for Organ & Tissue Donation (Q2 & YTD)

The Routine Notification Rate from TGLN for Q2 was included in members' packages for review. Sandra Lacoursiere noted that we remain in compliance with notification requirements. We have completed 0 tissue donations at WNGH since the pandemic began. It was noted that tissue donation has decreased across the province.

### .10 CT Scanner Tax Levy

A discussion occurred surrounding our request to municipal council for a tax levy to help operate the CT scanner. Cynthia Desormiers noted that at her original presentation to council in November, our request seemed to be well supported by council. We continue to await budget finalizations from council.



.11 2021-2022 Capital Budget

Moved by Jamie Restoule and seconded by Howie Longfellow  
«THAT THE CAPITAL BUDGET PLAN FOR 2021-2022 BE ACCEPTED AS PRESENTED. »

**Carried M-21-06**

.12 Banking RFP

Moved by Julie St. Jacques and seconded by Eric Stevens  
«THAT THE WEST NIPISSING GENERAL HOSPITAL BOARD OF DIRECTORS APPROVE THE ROYAL BANK OF CANADA (RBC) AS THE SUCCESSFUL PROPONENT FOR BANKING SERVICES FOR THE WEST NIPISSING GENERAL HOSPITAL AS PER THE RFP. »

**Carried M-21-07**

.13 Policy Review

1. Signing Authority #730-15

Moved by Mary Willemsen and seconded by Robert Pilon  
«THAT THE SIGNING AUTHORITY POLICY #730-15 BE ACCEPTED AS PRESENTED. »

**Carried M-21-08**

2. Board Chair Role Description #730-22

Moved by Dan Richard and seconded by Jamie Restoule  
«THAT THE BOARD CHAIR ROLE DESCRIPTION POLICY #730-22 BE ACCEPTED AS PRESENTED. »

**Carried M-21-09**

3. Strategic Planning #730-37

Moved by Robert Pilon and seconded by Julie St. Jacques  
«THAT THE STRATEGIC PLANNING POLICY #730-37 BE ACCEPTED AS PRESENTED. »

**Carried M-21-010**

4. Health Care Quality Committee #730-45

Moved by Janet Parsons and seconded by Jamie Restoule  
«THAT THE HEALTH CARE QUALITY COMMITTEE POLICY #730-45 BE ACCEPTED AS PRESENTED. »

**Carried M-21-11**

5. WNGH Foundation #730-49

Moved by Jamie Restoule and seconded by Renée Ragnitz  
«THAT THE WNGH FOUNDATION POLICY #730-49 BE ACCEPTED AS PRESENTED. »

**Carried M-21-12**

**6. Adjournment**

The Meeting Effectiveness Survey will be provided to members via Survey Monkey.

Moved by Robert Pilon and seconded by Dan Richard  
«THAT THE MEETING OF THE BOARD OF DIRECTORS OF FEBRUARY 8<sup>TH</sup>, 2021 BE ADJOURNED AT 19:59 HOURS.»

**Carried M-21-13**