



**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, March 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  
Leo Malette  
Dr. Yves Vaillancourt  
Dan St. Georges, guest\*

Regrets:

Guests :

Bill Meredith  
Michael Martineau  
Kathy O'Brien

**1. Call to Order**

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

**2. Education Session – ONE Initiative/MOU**

Cynthia Desormiers provided members with an overview of the ongoing Meditech Expanse, ONE Initiative and the details of the Memorandum of Understanding. Bill Meredith, Michael Matineau and Kathy O'Brien leads of the ONE Initiative project were on hand to answer board members questions and concerns.

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

No conflicts were declared.

**4. Approval of Consent Agenda**

Moved by Janet Parsons and seconded by Jamie Restoule

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

**WITH THE FOLLOWING ITEMS:**

- .1 PRESIDENT & CEO NEWSLETTER – MARCH 2021
- .2 BOARD OF DIRECTORS MEETING MINUTES – FEBRUARY 8, 2021
- .3 FINANCE & AUDIT COMMITTEE MEETING – JANUARY 26, 2021
- .4 HEALTH CARE QUALITY MINUTES – NOVEMBER 9, 2021
- .5 ETHICS COMMITTEE MINUTES **-NONE-**
- .6 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES **-NONE-**



- .7 WNGH FOUNDATION BOARD MINUTES - DECEMBER 8, 2020
- .8 BOARD MEETING EVALUATION RESULTS – FEBRUARY 8, 2021. »

**Carried M-21-14**

## **5. Approval of Regular Agenda**

Moved by Howie Longfellow and seconded by Renée Ragnitz

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

**Carried M-21-15**

### **Regular Agenda**

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

Dr. Ben Lalonde informed members that steps are being taken to improve our physician roster and shift coverage. It was noted that, with the help of Dr. Yves Vaillancourt's dedication, we are moving forward with establishing a stroke protocol at WNGH. However, it will be another 6 to 12 months until things go live.

#### **.2 Credentials Committee Minutes – January 21, 2021**

Moved by Daniel Richard and seconded by Mary Willemsen

«THAT THE MINUTES FROM THE JANUARY 21, 2021 CREDENTIALS COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

**Carried M-21-16**

#### **.3 Medical Advisory Committee Minutes – January 21, 2021**

Moved by Leo Malette and seconded by Janet Parsons

«THAT THE MINUTES FROM THE JANUARY 21, 2021 MEDICAL ADVISORY COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

**Carried M-21-17**

#### **.4 Medical Advisory Committee Recommendations – February 18, 2021**

Moved by Howie Longfellow and seconded by Jamie Restoule

«THAT THE RECOMMENDATIONS ARISING FROM THE MEDICAL ADVISORY COMMITTEE MEETING OF FEBRUARY 18, 2021 BE ACCEPTED AS PRESENTED. »

**Carried M-21-18**

#### **.5 Quality Improvement Plan 2020-2021 Progress Report**

Moved by Robert Pilon, seconded by Daniel Richard

«THAT THE 2020-2021 QUALITY IMPROVEMENT PLAN BE ACCEPTED AS AMENDED. »

**Carried M-21-19**

#### **.6 AGM Date**

It was discussed that it might be beneficial to postpone the AGM in light of COVID-19 until after the summer. Cynthia Desormiers noted that according to the Corporations Act and our By-Laws we may need to hold the AGM no later than July. Cynthia Desormiers will confirm this and Amylee Laforest will then send out a Doodle Poll to choose the date.

#### **.7 Annual Operating Budget 2021-2022**

Moved by Mary Willemsen, seconded by Leo Malette

«THAT THE OPERATING BUDGET FOR 2021-2022 BE ACCEPTED AS PRESENTED.»

**Carried M-21-20**



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.8 Risk Registry Report

Moved by Daniel Richard, seconded by Mary Willemssen

«THAT THE RISK REGISTRY REPORT BE ACCEPTED AS PRESENTED.»

**Carried M-21-21**

.9 COVID-19/Vaccine Update

It was noted that there are currently 6 active cases with 1 in hospital and 5 isolating at home. Cynthia Desormiers advised the group that our district has moved into the RED – Control level of the COVID-19 colour framework, which means there is little to no change to visitor restrictions.

It was noted LTC staff, essential caregivers, ALC patients and 2 new LTC residents, and hospital staff received their first dose of the Pfizer vaccine on March 4, 5, and 8, 2021. A total of 220 people were vaccinated during the 3 day vaccine clinic. Cynthia Desormiers advised that our LTC residents will received their 2<sup>nd</sup> dose of the Moderna vaccine on March 9, 2021. At this time, there's no set date for the 2<sup>nd</sup> dose of Pfizer vaccine for LTC and hospital staff, residents, and caregivers.

It was noted that discussions are underway with respect to setting up vaccine clinics for our 80+ community members in collaboration with the PHU.

.10 Quality & Risk Magement Issues – January-December 2020

The following reports were included in members' packages for review and discussion as presented by Arlene Lesenke:

- Critical Incidents – January to December 2020
- Sentinel Reports – January to December 2020
- Medication Improvement Report – January to December 2020
- Falls Investigation Report – January to December 2020

.11 Policy Review

1. Media Policy #730-09

Moved by Robert Pilon and seconded by Renée Ragnitz

«THAT THE MEDIA POLICY BE ACCEPTED AS PRESENTED. »

**Carried M-21-22**

2. Manner of Governing #730-20

Moved by Howie Longfellow and seconded by Eric Stevens

«THAT THE MANNER OF GOVERNING POLICY #730-20 BE ACCEPTED AS PRESENTED. »

**Carried M-21-23**

3. Membership in the Corporation #730-44

Moved by Jamie Restoule and seconded by Leo Malette

«THAT THE MEMBERSHIP IN THE CORPORATION POLICY #730-77 BE ACCEPTED AS PRESENTED. »

**Carried M-21-24**

4. Physician Assisted Death #730-62

Moved by Jamie Restoule and seconded by Mary Willemssen

«THAT THE PHYSICIAN ASSISTED DEATH POLICY #730-62 BE ACCEPTED AS PRESENTED. »

**Carried M-21-25**



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5. Board iPad #730-76

Moved by Daniel Richard and seconded by Renée Ragnitz

«THAT THE BOARD IPAD POLICY #730-76 BE ACCEPTED AS AMENDED.»

**Carried M-21-26**

6. Conflict of Interest Principles #730-71

Moved by Robert Pilon and seconded by Janet Parsons

«THAT THE CONFLICT OF INTEREST PRINCIPLES POLICY #730-71 BE  
ACCEPTED AS PRESENTED. »

**Carried M-21-27**

.12 Correspondence

- Veterans Affairs Canada – Valentines for Vets
- Thank you card & flowers – J. Clark
- LTC 5 year license renewal

**6. Closed Session**

Moved by Howie Longfellow, seconded by Renée Ragnitz

«THAT THE BOARD OF DIRECTORS ADJOURN THE OPEN SESSION FOR MARCH 8, 2021  
AND MOVE INTO A CLOSED SESSION AT 20:50 HOURS. »

**Carried M-21-28**

**7. Adjournment**

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

Moved by Jamie Restoule and seconded by Janet Parsons

«THAT THE MEETING OF THE BOARD OF DIRECTORS OF MARCH 8, 2021 BE  
ADJOURNED AT 21:21 HOURS.»

**Carried M-21-32**

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Collin Bourgeois, Chair

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Amylee Laforest, Recorder