



**BOARD OF DIRECTORS**

**Monday, October 18<sup>th</sup>, 2021 at 18:30 p.m. (Zoom)**  
**- MINUTES-**

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Present:

Janet Parsons  
Julie St. Jacques  
Jamie Restoule  
Cynthia Desormiers\*  
Dr. Ben Lalonde  
Dr. Yves Vaillancourt  
Dr. Klère Bourgault  
Arlene Lesenke\*  
Daniel Richard  
Eric Stevens  
Fern Crepeau  
Leo Malette  
Neil Fox  
Renée Ragnitz  
Daniel St. Georges, guest\*

Regrets:

Linda Lacroix

**1. Call to Order**

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

**2. Education Session – Patient Registration**

Sylvie Claro provided the group with an educational presentation on the Patient Registration \* Communication department. She detailed the department's functions, staff complements, statistics, challenges and future considerations.

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

Cynthia Desormiers declared a conflict of interest with agenda item 6.12.

**4. Approval of Consent Agenda**

Moved by Julie St. Jacques and seconded by Jamie Restoule

«THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF OCTOBER 18<sup>th</sup>, 2021, INCLUDING MINUTES, REPORTS AND RECOMMENDATIONS BE ACCEPTED AS PRESENTED,

**WITH THE FOLLOWING ITEMS:**

- .1 PRESIDENT & CEO NEWSLETTER – OCTOBER 2021
- .2 BOARD OF DIRECTORS MEETING MINUTES – SEPTEMBER 13, 2021
- .3 FINANCE & AUDIT COMMITTEE MEETING – JUNE 14, 2021
- .4 HEALTH CARE QUALITY MINUTES – MARCH 8, 2021
- .5 ETHICS COMMITTEE MINUTES **-NONE-**
- .6 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES **-NONE-**
- .7 WNGH FOUNDATION BOARD MINUTES – JUNE 8, 2021
- .8 BOARD MEETING EVALUATION RESULTS – SEPTEMBER 13, 2021. »

**Carried M-21-100**



## 5. Approval of Regular Agenda

Moved by Daniel Richard and seconded by Eric Stevens

«THAT REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF OCTOBER 18<sup>TH</sup>, 2021 BE ACCEPTED AS PRESENTED. »

**Carried M-21-101**

## 6. Regular Agenda

### .1 President & CEO Update

Cynthia Desormiers provided the group with a detailed overview of ongoing matters, including an update on Ontario Health and Ontario Health Teams, the ongoing staffing crisis and strategies to mitigate it, as well as an update on the Meditech Expanse project. It was also noted that Sandra Lacoursiere has returned to assist us with preparing for accreditation.

### .2 Chief of Staff Report

Dr. Ben Lalonde informed the group about ongoing scheduling issues for the hospitalist rotation. It was noted that the group of hospitalists will be meeting to discuss potential solutions to the issues.

### .3 Credentials Committee Minutes – June 17, 2021

Moved by Fern Crepeau and seconded by Leo Malette

«THAT THE MINUTES FROM THE JUNE 17, 2021 CREDENTIALS COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

**Carried M-21-102**

### .4 Medical Advisory Committee Minutes – June 17, 2021

Moved by Renée Ragnitz and seconded by Julie St. Jacques

«THAT THE MINUTES FROM THE JUNE 17, 2021 MEDICAL ADVISORY COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

**Carried M-21-103**

### .5 Medical Advisory Committee Recommendations – September 16, 2021

Moved by Jamie Restoule and seconded by Daniel Richard

«THAT THE RECOMMENDATIONS ARISING FROM THE MEDICAL ADVISORY COMMITTEE MEETING OF SEPTEMBER 16, 2021 BE ACCEPTED AS PRESENTED. »

**Carried M-21-104**

### .6 Member at Large

Cynthia Desormiers explained that following the last Board meeting, she reached out to Karima Kanani from Miller Thompson LLP to discuss whether the position of Member At Large is required under the new Ontario Not-For-Profit Corporations Act. It was noted that since the position has served us well in the past that we ought to continue to fill it moving forward. As a result, Cynthia Desormiers noted that Daniel Richard had offered to fill the position if no one else is interested.

Moved by Leo Malette and seconded by Julie St. Jacques

«WHEREAS DANIEL RICHARD HAS ACCEPTED THE ROLE OF MEMBER AT LARGE,

LET IT BE RESOLVED THAT THE WNGH BOARD OF DIRECTORS APPROVED



**Hôpital général de Nipissing Ouest  
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DANIEL RICHARD AS MEMBER AT LARGE OF THE WNGH BOARD OF DIRECTORS.

»

**Carried M-21-105**

**.7 Recruitment of New Board Members**

Cynthia Desormiers shared that we have one vacant seat on the Board of Directors. Members are asked to email Cynthia Desormiers and Janet Parsons if they know of anyone who may be interested in joining the Board of Directors, in accordance with our skill based matrix.

**.8 COVID-19 Update**

It was noted that the government has made COVID-19 vaccinations mandatory for all staff, support workers-students and volunteers in long-term care homes by November 15, 2021. The group discussed the potential for making this a hospital-wide policy. A draft policy was provided to the board members to reflect this.

Moved by Neil Fox and seconded by Daniel Richard

«THAT THE WNGH BOARD OF DIRECTORS SUPPORTS THE IMPLEMENTATION OF A HOSPITAL-WIDE MANDATORY COVID-19 VACCINATION POLICY. »

**Carried M-106**

**.9 Meeting Without Management #730-52 & President and CEO Performance Evaluation #730-02**

Moved by Fern Crepeau and seconded Leo Malette

«THAT THE MEETING WITHOUT MANAGEMENT POLICY #730-52 BE ACCEPTED AS PRESENTED. »

**Carried M-21-107**

**.10 Accreditation Standards for Governance**

The Accreditation Standards for Governance was included in members' packages for review. Accreditation will be in the fall of 2022. It was noted that Amylee Laforest will send the Accreditation Canada Governance survey to all members tomorrow.

**.11 Parking Attestation**

Moved by Fern Crepeau and seconded by Renée Ragnitz

«THAT THE BOARD OF DIRECTORS APPROVES THE PAID PARKING ATTESTATION. »

**Carried M-21-108**

**.12 Snow/Grass Contract**

Daniel St. Georges outlined the process used to select the successful bidder of the grounds maintenance contract. It was noted that the Finance & Audit Committee reviewed the information at its September meeting in depth and recommends awarding the contract to Ed Séguin and Sons.

Moved by Julie St. Jacques and seconded by Leo Malette

«THAT THE BOARD OF DIRECTORS APPROVES ED SÉGUIN AND SONS AS THE HOSPITAL GROUNDS MAINTENANCE CONTRACTOR FOR 2021-2024. »



**.13 CT Tax Levy**

Members discussed moving forward with opening the door for deeper conversation with the municipality in regards to the CT scanner tax levy. Cynthia Desormiers noted concern over opening ourselves up to negativity. It was noted that the Municipality has been supportive of our efforts in running the Assessment Centre and hosting Vaccine Clinics. As a result, a letter was drafted to thank the Municipality for their generous donation towards the CT scanner and leaving the floor open for further discussion pre-budget in 2022.

**.14 TGLN Public Reporting Results – Q1**

Arlene Lesenke provided members' with the results of our routine notification rate for Q1.

**.15 Community Infrastructure Renewal Fund**

A letter from the Ministry of Health advising of the one-time capital funding we will be receiving for the 2021-22 fiscal year from the Community Infrastructure Renewal Fund to complete our infrastructure project. These sidewalk replacements were as a result of a MOL visit.

**.16 Quality & Risk Management Issues – Semi Annual Reports (January-June 2021)**

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

- Critical Incidents – January-June 2021
- Sentinel Events Report – January-June 2021
- Medication Improvement Report – January-June 2021
- Falls Investigation Report – January-June 2021.

**7. Policy Review**

**.1 Consent Agenda #730-58**

Moved by Eric Stevens and seconded by Fern Crepeau

«THAT THE CONSENT AGENDA POLICY #730-58 BE ACCEPTED AS PRESENTED. »

**Carried M-21-110**

**.2 Board Agenda #730-59**

Moved by Leo Malette and seconded by Neil Fox

«THAT THE BOARD AGENDA POLICY #730-59 BE ACCEPTED AS PRESENTED. »

**Carried M-21-111**

**.3 Relationship with Nipissing First Nation #730-60**

Moved by Renée Ragnitz and seconded by Julie St. Jacques

«THAT THE RELATIONSHIP WITH NIPISSING FIRST NATION POLICY #730-60 BE ACCEPTED AS PRESENTED. »

**Carried M-21-112**

**.4 Annual Director Declaration & Consent #730-61**

Moved by Daniel Richard and seconded by Eric Stevens

«THAT THE ANNUAL DIRECTOR DECLARATION & CONSENT POLICY #730-61 BE ACCEPTED AS PRESENTED. »

**Carried M-21-113**



## **8. Correspondence**

- .1 Ontario Health: Appointment of Board Chair
- .2 Canadian Blood Services: Blood Utilization & Inventory Management
- .3 OHA: Governance Essentials for New Directors

## **9. Closed Session**

Moved by Julie St. Jacques, seconded by Renée Ragnitz

«THAT THE BOARD OF DIRECTORS ADJOURN THE OPEN SESSION FOR OCTOBER 18, 2021 AND MOVE INTO A CLOSED SESSION AT 20:30 HOURS. »

**Carried M-21-114**

## **10. Adjournment**

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

Moved by Fern Crepeau and seconded by Daniel Richard

«THAT THE MEETING OF THE BOARD OF DIRECTORS OF OCTOBER 18<sup>TH</sup>, 2021 BE ADJOURNED AT 20:49 HOURS.»

**Carried M-21-119**

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Janet Parsons, Chair

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Amylee Laforest, Recorder