



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 14th, 2022 at 18:30 p.m. (Zoom)

- MINUTES -

Present:

Janet Parsons
Cynthia Desormiers*
Sandra Lacoursiere*
Fern Crepeau
Renée Ragnitz
Linda Lacroix
Dr. Ben Lalonde

Regrets:

Leo Malette
Jamie Restoule
Eric Stevens
Daniel Richard
Dr. Klère Bourgault
Dr. Yves Vaillancourt

Chris Wielusiewicz
Julie St. Jacques
Neil Fox
Daniel St. Georges, guest*
Fez Malik, guest
Raheel Qureshi, guest
Julien Boninfante, guest

1. Call to Order

The meeting was called to order at 18:31 hours.

2. Education Session – Cybersecurity

Raheel Qureshi and his team at iSecurity (Fez Malik and Julien Boninfante) provided a detailed presentation on the ongoing work they are completing at the WNGH to ensure our systems are secure.

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

No conflicts of interest or pecuniary interest were declared.

4. Approval of Consent Agenda

Moved by Fern Crepeau and seconded by Julie St. Jacques

«THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF MARCH 14th, 2022, INCLUDING MINUTES, REPORTS AND RECOMMENDATIONS BE ACCEPTED AS PRESENTED,

WITH THE FOLLOWING ITEMS:

- .1 PRESIDENT & CEO NEWSLETTER – MARCH 2022
- .2 BOARD OF DIRECTORS MEETING MINUTES – FEBRUARY 7, 2022
- .3 FINANCE & AUDIT COMMITTEE MEETING – JANUARY 25, 2022
- .4 HEALTH CARE QUALITY MINUTES **-NONE-**
- .5 ETHICS COMMITTEE MINUTES **-NONE-**
- .6 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES **-NONE-**
- .7 WNGH FOUNDATION BOARD MINUTES – NOVEMBER 9, 2022
- .8 BOARD MEETING EVALUATION RESULTS – FEBRUARY 7, 2022. »

Carried M-22-20



5. Approval of Regular Agenda

Moved by Linda Lacroix and seconded by Neil Fox

«THAT REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF MARCH 14TH, 2022 BE ACCEPTED AS PRESENTED. »

Carried M-22-21

6. Regular Agenda

.1 President & CEO Update

Cynthia Desormiers provided the group with an overview of ongoing hospital business. It was noted that we have received notification from Brokerlink that our current insurance provider, Frank Cowan was bought by Intact Insurance, which will no longer provide hospital coverage. As a result, we are submitting new applications with various companies.

Work with the One Initiative and Meditech Expanse are ongoing. It was noted that the Sault Area Hospital has yet to join, and as a result was given a new deadline of March 29, 2022. There will be financial implications if the SAH does not join.

Cynthia Desormiers noted that we are working with the MOH regarding the redevelopment of LTC unit by renovating rooms. However, we were notified that this project does not apply to our LTC as it is specific to adding new beds and infrastructure.

We continue to see staffing issues as a result of COVID-19. Over the last two weeks, we had 21 staff off sick. Though as of today, we are almost back to a full complement. The lab is seeing a shortage of blood tubes, and as a result has asked that anyone who doesn't need urgent blood work to avoid coming in.

There is a significant focus on the provincial announcement from last week relating to the easing of COVID-19 restrictions. Cynthia Desormiers circulated a memo last week to clarify what this means for the hospital at this time.

.2 Chief of Staff Report

Dr. Ben Lalonde noted that two physicians from the Family Health Team have notified us that they are applying for courtesy privileges and not pursuing associate or active privileges. One physician will continue to provide coverage in the long-term care unit after hours call schedule. As a result of these changes, we continue to struggle to cover the hospitalist schedule.

A good discussion was had regarding recruitment and retention and how to begin working towards recruiting new physicians.

.3 Credentials Committee Minutes – January 20, 2022

Moved by Renée Ragnitz and seconded by Chris Wielusiewicz

«THAT THE MINUTES FROM THE JANUARY 20, 2022 CREDENTIALS COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

Carried M-22-22



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.4 Medical Advisory Committee Minutes – January 20, 2022

Moved by Chris Wielusiewicz and seconded by Fern Crepeau

«THAT THE MINUTES FROM THE JANUARY 20, 2022 MEDICAL ADVISORY COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

Carried M-22-23

.5 Medical Advisory Committee Recommendations – February 17, 2022

Moved by Neil Fox and seconded by Julie St. Jacques

«THAT THE RECOMMENDATIONS ARISING FROM THE MEDICAL ADVISORY COMMITTEE MEETING OF FEBRUARY 17, 2022 BE ACCEPTED AS PRESENTED. »

Carried M-22-24

.6 COVID-19 Mandatory Vaccine Policy

The group discussed the revised COVID-19 Mandatory Vaccine policy in light of the provincial announcement regarding the easing of restrictions. It was noted that WNGH will continue with mandatory vaccines for all staff, medical staff, students, volunteers, caregivers and visitors. Fully vaccinated is defined as two (2) doses of the COVID-19 vaccine.

.7 President & CEO Performance Evaluation

Janet Parsons reminded the group that the President & CEO performance appraisal is due no later than March 23, 2022. The Executive & Governance Committee will meet to complete the review of the performance evaluation. Completed evaluations can be returned directly to Janet Parsons or to Amylee Laforest in the Administration Office.

.8 Chief of Staff Performance Evaluation

Janet Parsons reminded the group that the Chief of Staff performance appraisal is due no later than March 23, 2022. The Executive & Governance Committee will meet to complete the review of the performance evaluation. Completed evaluations can be returned directly to Janet Parsons or to Amylee Laforest in the Administration Office.

.9 Succession Planning for President & CEO/Senior Management #730-03

Cynthia Desormiers noted that annually she is required to provide a documented process for leadership succession should the President & CEO position become vacant due to sudden or planned leave. It was noted that a collaborative approach would be suggested between the CNO, HR Manager, and CFO, while working closely with Ontario Health and our auditing firm. A formal letter will be provided to the board chair.

Moved by Chris Wielusiewicz and seconded by Linda Lacroix

«THAT THE SUCCESSION PLANNING FOR PRESIDENT & CEO/SENIOR MANAGEMENT BE ACCEPTED AS PRESENTED. »

Carried M-22-25

.10 Annual Capital Plan

Moved by Julie St. Jacques, seconded by Fern Crepeau

«THAT THE ANNUAL CAPITAL PLAN FOR 2022-2023 BE ACCEPTED AS PRESENTED. »

Carried M-22-26



.11 Annual Operating Budget

Moved by Fern Crepeau, seconded by Julie St. Jacques

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

Carried M-22-27

.12 ADM Memo Hospital Parking

A letter from Ministry of Health was included in members' packages for review. It was noted that effective April 1, 2022, hospitals will be permitted to increase their parking facility's daily maximum rate by 3.4%. A discussion was had on what this means for the WNGH as our increases due to the payment methods are increments of \$1.00. Cynthia Desormiers noted that our fees will need to remain the same at this time however inquiries will be made with respect to our ability to accumulate these increases..

.13 ONE Board of Directors Appointment

Cynthia Desormiers noted that she has been appointed to the ONE Board of Directors.

.14 Mixed Gender Rooms

Cynthia Desormiers explained new policy regarding mixed gender rooms. It was noted that to ensure a timely admission of patients and improved patient flow in the Emergency Department patients will be admitted from the Emergency Department or through repatriation to the first available bed on the nursing care unit, which may be with a person of a different gender.

The Board of Directors unanimously agreed to move forward with the process. PR and pamphlets have been created to begin socializing the public to this new process.

.15 LSAA Extension

We received noticed from Ontario Health that our Long-Term Care Home Service Accountability Agreement will be extended until March 31, 2023.

.16 MSAA Extension

We received noticed from Ontario Health that our Multi-Sector Service Accountability Agreement will be extended until March 31, 2023.

.17 HSAA Extension

We received noticed from Ontario Health that our Hospital Service Accountability Agreement will be extended until March 31, 2023.

.18 AGM Date

The AGM will be held on June 13, 2022 with the regular meeting following immediately after the AGM. It was noted that with the easing of restrictions, meetings will return to in-person, with a hybrid model, in April as long as the hospital is not in an outbreak.

7. Policy Review

.1 HSAA Requirements Related to CritiCall Ontario #730-56

Moved by Neil Fox and seconded by Fern Crepeau

«THAT THE H-SAA REQUIREMENTS RELATED TO CRITICALL ONTARIO #730-56 BE ACCEPTED AS PRESENTED. »



Carried M-22-28

.2 President & CEO Succession #730-03

Moved by Chris Wielusiewicz and seconded by Renée Ragnitz

«THAT THE PRESIDENT & CEO SUCCESSION POLICY #730-03 BE ACCEPTED AS PRESENTED. »

Carried M-22-29

.3 President & CEO Performance Evaluation #730-02

Moved by Julie St. Jacques and seconded by Fern Crepeau

«THAT THE PRESIDENT & CEO PERFORMANCE EVALUATION POLICY #730-02 BE ACCEPTED AS AMENDED. »

Carried M-22-30

8. Correspondence

.1 Outbreak Summary Letter

.2 Message from D. S. Verma (NOSM University)

.3 Patient Letter

9. Adjournment

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

Moved by Chris Wielusiewicz and seconded by Renée Ragnitz

«THAT THE MEETING OF THE BOARD OF DIRECTORS OF MARCH 14TH, 2022 BE ADJOURNED AT 20:40 HOURS.»

Carried M-22-31

Janet Parsons, Chair

Amylee Laforest, Recorder