



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, June 13th, 2022 at 16:00 (Boardroom / Zoom)

- MINUTES -

Present:

Janet Parsons
Cynthia Desormiers*
Sandra Lacoursiere*
Fern Crepeau
Linda Lacroix
Dr. Ben Lalonde
Eric Stevens
Renée Ragnitz
Chris Wielusiewicz
Daniel St. Georges, guest*

Regrets:

Daniel Richard
Neil Fox
Julie St. Jacques
Leo Malette
Jamie Restoule
Dr. Yves Vaillancourt

1. Call to Order

The meeting was called to order at 16:00 hours.

2. Education Session – Health Records

Sylvie Claro provided an overview of the Health Records department. The informative presentation detailed the role of health information management and data quality in providing quality health care services to patients.

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 Renée Ragnitz

«THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF JUNE 13th, 2022, INCLUDING MINUTES, REPORTS AND RECOMMENDATIONS BE ACCEPTED AS PRESENTED,

WITH THE FOLLOWING ITEMS:

- .1 PRESIDENT & CEO NEWSLETTER – JUNE 2022
- .2 BOARD OF DIRECTORS MEETING MINUTES – MAY 9, 2022
- .3 FINANCE & AUDIT COMMITTEE MEETING **-NONE-**
- .4 HEALTH CARE QUALITY MINUTES **-NONE-**
- .5 ETHICS COMMITTEE MINUTES **-NONE-**
- .6 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES – NOVEMBER 2, 2021
- .7 WNGH FOUNDATION BOARD MINUTES – APRIL 12, 2022
- .8 BOARD MEETING EVALUATION RESULTS – MAY 9, 2022. »

Carried M-22-54

5. Approval of Regular Agenda

Moved by Chris Wielusiewicz and seconded by Fern Crepeau

«THAT REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF JUNE 13th, 2022 BE ACCEPTED AS PRESENTED. »

Carried M-22-55



6. Regular Agenda

.1 President & CEO Update

Cynthia Desormiers provided the group with an overview of ongoing hospital business. She noted that we welcomed our new Chief Nursing Officer, Jennifer Moore, today. A thank you was extended to Sandra Lacoursiere for her continued leadership for our clinical services.

It was noted that Monkeypox is on our radar. As a result of provincial directives, we have begun screening for the virus at the time of registration. We are not currently testing for Monkeypox, though we would work closely with the public health unit when handling a suspected or probable case.

Masking remains mandatory in all LTC homes. Despite the province's directives on masking in hospitals, Ontario hospitals have kept the masking mandate in place at this time. We recognize that COVID-19 is now endemic and we need to move into a recovery phase. All COVID-19 policies will be reviewed to ensure we are preparing for the next phase of recovery. The Assessment Centre hours have been decreased to three days per week as result of low testing levels.

A good discussion was had on the challenges of putting together a working recruitment committee. It was noted that there needs to be a clear mandate for a Board level recruitment committee, which will help with setting and meeting goals and targets. Cynthia Desormiers will bring the current Recruitment & Retention terms of reference to the September meeting for further discussion.

.2 Chief of Staff Report

Dr. Ben Lalonde noted that we are following up on leads for new hospitalists. They have interviewed a potential candidate who is looking to for a small community to set down family roots. It was also noted that they will be interviewing a second candidate next week. Cynthia Desormiers noted that she is setting up a 5 year return on service agreement for a full-time Emergency Department physician.

The group discussed the ongoing situation with the FHT, noting that they aren't meeting their contract/commitment to the community. This situation has been escalated to the Ministry of Health.

.3 Credentials Committee Minutes – April 21, 2022

Moved by Linda Lacroix and seconded by Fern Crepeau

«THAT THE MINUTES FROM THE APRIL 21ST, 2022 CREDENTIALS COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

Carried M-22-56

.4 Medical Advisory Committee Minutes – April 21, 2022

Moved by Eric Stevens and seconded by Chris Wielusiewicz

«THAT THE MINUTES FROM THE APRIL 21, 2022 MEDICAL ADVISORY COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

Carried M-22-57



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.5 Medical Advisory Committee Recommendations – May 19, 2022

Moved by Renée Ragnitz and seconded by Linda Lacroix

«THAT THE RECOMMENDATIONS ARISING FROM THE MEDICAL ADVISORY COMMITTEE MEETING OF MAY 19, 2022 BE ACCEPTED AS PRESENTED. »

Carried M-22-58

.6 Audit Report

Dan St. Georges explained that there has been updates made to the draft financial statements since the Finance & Audit Committee approved the statements last week. The main changes include a reduction or adjustments to accounts payable, the net surplus, payable to the province, and deferred revenue.

Moved by Fern Crepeau and seconded by Chris Wielusiewicz

«THAT THE BOARD OF DIRECTORS APPROVES BDO CANADA LLP'S AUDIT REPORT OF THE FINANCIAL STATEMENTS OF THE WEST NIPISSING GENERAL HOSPITAL FOR THE YEAR ENDED MARCH 31, 2022, AS PRESENTED. »

Carried M-22-59

.7 Appointment of Auditors

Moved by Fern Crepeau and seconded by Linda Lacroix

«THE FINANCE AND AUDIT COMMITTEE RECOMMENDS THAT THE WEST NIPISSING GENERAL HOSPITAL BOARD OF DIRECTORS APPOINT BDO CANADA LLP AS THE ACCOUNTING FIRM OF THE CORPORATION TO HOLD OFFICE UNTIL THE CLOSE OF THE NEXT ANNUAL MEETING OF THE WEST NIPISSING GENERAL HOSPITAL. »

Carried M-22-60

.8 BPSAA Public Reporting & Attestation

Moved by Renee Ragnitz and seconded by Linda Lacroix

«WHEREAS THE FINANCE AND AUDIT COMMITTEE HAS REVIEWED THE REPORT OF THE USE OF CONSULTANTS BY THE WEST NIPISSING GENERAL HOSPITAL FOR THE PERIOD OF APRIL 1ST, 2021, TO MARCH 31ST, 2022,

LET IT BE RESOLVED THAT THE BOARD OF DIRECTORS APPROVES THE ATTESTATION PREPARED IN ACCORDANCE WITH THE BROADER PUBLIC SECTOR ACCOUNTABILITY ACT, 2010 (BPSAA) AND BASED ON THE USE OF CONSULTANTS REPORT FOR THE PERIOD OF APRIL 1ST, 2021 TO MARCH 31ST, 2022, AND AUTHORIZES THE REPORT TO BE POSTED ON ITS PUBLIC WEBSITE. »

Carried M-22-61

Moved by Eric Stevens and seconded by Fern Crepeau

«THAT THE BOARD OF DIRECTORS, IN COMPLIANCE WITH THE BROADER PUBLIC SECTOR ACCOUNTABILITY ACT (BPSAA), 2010, ATTESTS TO THE ACCURACY OF THE REPORT OF EXPENSE CLAIMS OF THE BOARD MEMBERS AND SENIOR MANAGERS FOR THE CONSOLIDATION PERIOD OF OCTOBER 1ST, 2021 TO MARCH 31ST, 2022 AND AUTHORIZES THE REPORT TO BE POSTED ON ITS PUBLIC WEBSITE. »

Carried M-22-62



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.9 Regular Director Declaration & Consent / Conflict of Interest / Confidentiality

The forms were distributed to members to be signed and returned to Amylee Laforest. An email with the forms will be sent to the members who aren't present.

.10 Goals & Objectives 2022-2023

Cynthia Desormiers provided a review of the Goals & Objectives that were approved in February 2022.

.11 Corporate & Professional Staff By-Laws 2022-2023

Moved Chris Wielusiewicz and carried by Renee Ragnitz

«WHEREAS THE MEDICAL ADVISORY COMMITTEE RECOMMENDS TO THE BOARD OF DIRECTORS PROPOSED AMENDMENTS TO THE WEST NIPISSING GENERAL HOSPITAL PROFESSIONAL STAFF BY-LAWS;
AND

WHEREAS THE BOARD OF DIRECTORS RECOMMENDS TO THE WEST NIPISSING GENERAL HOSPITAL CORPORATION THAT THE PROPOSED AMENDMENTS TO THE 2021 PROFESSIONAL STAFF BY-LAWS BE APPROVED AS PRESENTED;

LET IT BE THAT THE WNGH PROFESSIONAL STAFF BY-LAWS BE APPROVED AS PRESENTED IN EFFECT JUNE 13TH, 2022. »

Carried M-22-63

7. Policy Review

.1 Board and Committee Meeting Attendance #730-13

Moved by Chris Wielusiewicz and seconded by Fern Crepeau

«THAT THE BOARD AND COMMITTEE MEETING ATTENDANCE POLICY #730-13 BE APPROVED AS PRESENTED. »

Carried M-22-64

.2 Signing Authority #730-15

Moved by Eric Stevens and seconded by Fern Crepeau

«THAT THE SIGNING AUTHORITY POLICY #730-15 BE APPROVED AS PRESENTED. »

Carried M-22-65

.3 Guidelines for the Selection of Directors Appendix A #730-19

Moved by Linda Lacroix and seconded by Renee Ragnitz

«THAT THE GUIDELINES FOR THE SELECTION OF DIRECTORS APPENDIX A #730-19 BE APPROVED AS PRESENTED. »

Carried M-22-66

.4 Membership in the Corporation #730-44

Moved by Chris Wielusiewicz and seconded by Fern Crepeau

«THAT THE MEMBERSHIP IN THE CORPORATION POLICY #730-44 BE APPROVED AS PRESENTED. »

Carried M-22-67



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.5 Conflict of Interest #730-65

Moved by Renee Ragnitz and seconded by Eric Stevens

«THAT THE CONFLICT OF INTEREST POLICY #730-65 BE APPROVED AS PRESENTED. »

Carried M-22-68

.6 Conflict of Interest Principles #730-71

Moved by Linda Lacroix and seconded by Chris Wielusiewicz

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

Carried M-22-69

.7 Endowment Benefits #730-83

Moved by Fern Crepeau and seconded by Eric Stevens

«THAT THE ENDOWMENT BENEFITS POLICY #730-83 BE APPROVED AS PRESENTED. »

Carried M-22-70

8. Correspondence

.1 NPSC Ownership Linkage Session

9. Adjournment

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

Moved by Renee Ragnitz and seconded by Linda Lacroix

«THAT THE MEETING OF THE BOARD OF DIRECTORS OF JUNE 13TH, 2022 BE ADJOURNED AT 20:12 HOURS.»

Carried M-22-71

Janet Parsons, Chair

Amylee Laforest, Recorder