



Hôpital général de Nipissing Ouest

West Nipissing General Hospital

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BOARD OF DIRECTORS

Monday, October 17th, 2022 at 18:30 (Boardroom / Zoom)

- MINUTES -

Present:

Jamie Restoule
Cynthia Desormiers*
Jennifer Moore*
Fern Crepeau
Dr. Ben Lalonde
Eric Stevens
Daniel St. Georges, guest*
Collin Bourgeois
Robert Sutherland
Daniel Richard

Regrets:

Renée Ragnitz
Chris Wielusiewicz
Linda Lacroix
Neil Fox
Leo Malette
Dr. Yves Vaillancourt

1. **Call to Order**

The meeting was called to order at 18:35 hours.

2. **Land Acknowledgement**

The Chair noted that we would like to acknowledge that this meeting is being held on the traditional lands of the Nipissing, Temagami and Dokis people and we pay our respect to the elders both past and present.

3. **Education Session** – Human Resources

Mireille Mageau, Human Resources Manager, presented a detailed presentation on the WNGH's staffing complement recruitment and retention efforts, compensation and benefits programs, sick time, labour relations, and complaints and investigations.

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

No conflicts of interest or pecuniary interest were declared.

5. **Approval of Consent Agenda**

Moved by Daniel Richard and seconded by Collin Bourgeois

«THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF OCTOBER 17th, 2022, INCLUDING MINUTES, REPORTS AND RECOMMENDATIONS BE ACCEPTED AS PRESENTED,

WITH THE FOLLOWING ITEMS:

- .1 PRESIDENT & CEO NEWSLETTER – OCTOBER 2022
- .2 BOARD OF DIRECTORS MEETING MINUTES – SEPTEMBER 12, 2022
- .3 FINANCE & AUDIT COMMITTEE MEETING – JUNE 8, 2022
- .4 HEALTH CARE QUALITY MINUTES – APRIL 11, 2022
- .5 ETHICS COMMITTEE MINUTES **-NONE-**
- .6 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES – MAY 17, 2022
- .7 WNGH FOUNDATION BOARD MINUTES – JUNE 14, 2022
- .8 BOARD MEETING EVALUATION RESULTS – SEPTEMBER 12, 2022. »

Carried M-22-93



6. Approval of Regular Agenda

Moved by Fern Crepeau and seconded by Robert Sutherland

«THAT THE REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF OCTOBER 17TH, 2022 BE ACCEPTED AS PRESENTED. »

Carried M-22-94

7. Regular Agenda

.1 President & CEO Update

Cynthia Desormiers provided the group with an overview of ongoing hospital business, including that:

- Accreditation is scheduled for December 5-7. It was noted that there will be a Board meeting, and Julie St. Jacques and Janet Parsons will be invited to attend.
- Neil Fox has officially resigned from the Board of Directors due to family and personal issues. As a result, we will need to recruit one (1) new member to complete the remainder of the term.
- The first of three OHA governance education sessions was held this morning. The sessions focus on governance building blocks, roles and responsibilities and the relationship between governance and management.
- The most recent COVID-19 outbreak was declared over. We are reviewing our pandemic plan and current COVID-19 policies.
- The oxygen and suction systems were being upgraded. The scope of work was completed today.
- There has been turnover in the IT department. As a result, two of the retired employees have returned on contract until approximately the end of December. We are working with HSN and iSecurity to clean up the IT program, but things aren't moving as quickly as we hoped.
- Cynthia Desormiers attended the Weaving Indigenous Wisdom Traditions webinars held by the Indigenous Cultural Safety Collaborative. The sessions nationally recognized Indigenous Knowledge with Elders sharing insights into the wisdom needed to thrive in this era of disruption and environmental change.

.2 Chief of Staff Report

Discussed under item 7.6 Hospitalist Crisis.

.3 Credentials Committee Minutes – June 16, 2022

Moved by Collin Bourgeois and seconded by Fern Crepeau

«THAT THE MINUTES FROM THE JUNE 16TH, 2022 CREDENTIALS COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

Carried M-22-95

.4 Medical Advisory Committee Minutes – June 16, 2022

Moved by Daniel Richard and seconded by Eric Stevens

«THAT THE MINUTES FROM THE JUNE 16, 2022 MEDICAL ADVISORY COMMITTEE MEETINGS BE ACCEPTED AS PRESENTED. »

Carried M-22-96



- .5 Medical Advisory Committee Recommendations – September 15, 2022
Moved by Collin Bourgeois and seconded by Fern Crepeau
«THAT THE RECOMMENDATIONS ARISING FROM THE MEDICAL ADVISORY COMMITTEE MEETING OF SEPTEMBER 15, 2022 BE ACCEPTED AS PRESENTED. »
Carried M-22-97
- .6 Hospitalist Crisis
Cynthia Desormiers outlined that the full-time hospitalist in the NCU will be going off on maternity leave in mid November. As a result, we are currently struggling to secure coverage for the duration of the leave as there is an ongoing lack of involvement from the local family physicians. Cynthia Desormiers noted that she has been meeting with Ontario Health, CPSO, and Health Force Ontario to sound the alarm bells and to problem solve. An e-blast was sent to our network of physicians, as well as HFO's doctors. This needs to be solved before the next meeting. Cynthia Desormiers will send an email to the Board with an update.
- .7 OHA Board Self-Assessment Tool
It was noted that the OHA has launched its Board Self-Assessment tool. The self-assessment is an online questionnaire that takes approximately 20 minutes to complete and should be completed by each board member individually. Once the survey closes, the results will be available through an online dashboard and compiled for discussion. The results will include the board's average score and province-wide scores for each category. Amylee Laforest will send out the survey tomorrow. The results will be brought to the December meeting for further discussion.
- .8 MOH OH Memo: Bill 7 Implementation to Support Ontario's Plan to Stay Open
A memo from Ontario Health was included in members' packages for review. The memo detailed the government's five-point action plan and the *More Beds, Better Care Act, 2022 – Bill 7*, to address Ontario's urgent need to stabilize the health and long-term care sectors and preserve our hospital capacity this fall/winter and into the future.
- .9 Quality & Risk Management Issues – Semi-Annual Reports (January-June 2022)
The following reports were included in members' packages for review and discussion purposes as presented by Jennifer Moore:
- Critical Incidents Report
 - Sentinel Events Report
 - Medication Improvement Report
 - Falls Investigation Report
 - In-Patient Survey Report
 - Out-Patient Survey Report
 - LTC Survey Report
 - Complaints Report.
- .10 HR Capital Plan 2022-23-24
The HR Capital Plan for 2022-23-24 was included in members' packages for review and discussion.



.11 Revised President & CEO Performance Appraisal

Moved by Daniel Richard and seconded by Fern Crepeau

«THAT THE NEW PRESIDENT & CEO PERFORMANCE APPRAISAL FORM BE ACCEPTED AS PRESENTED. »

Carried M-22-98

.12 WNGH Corporate By-Law Review 4.1 (B)

Moved by Collin Bourgeois and seconded by Fern Crepeau

«THAT THE PROPOSED REVISIONS TO THE WNGH CORPORATE BY-LAWS BE ACCEPTED AS PRESENTED. »

Carried M-22-100

.13 Relationship with Municipality of West Nipissing Policy #730-51

Moved by Collin Bourgeois and seconded by Robert Sutherland

«THAT THE RELATIONSHIP WITH MUNICIPALITY OF WEST NIPISSING POLICY #730-51 BE ACCEPTED AS OBSOLETE. »

Carried M-22-101

8. Policy Review

.1 Board Orientation #730-07

Moved by Robert Sutherland and seconded by Eric Stevens

«THAT THE BOARD ORIENTATION POLICY #730-07 BE ACCEPTED AS PRESENTED. »

Carried M-22-101

.2 Balanced Scorecard #730-77

Moved by Collin Bourgeois and seconded by Daniel Richard

«THAT THE BALANCED SCORECARD POLICY #730-77 BE ACCEPTED AS PRESENTED. »

Carried M-22-102

9. Correspondence

.1 Crisis Designation for Patients in Hospital Awaiting LTC Placement

10. Adjournment

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

Moved by Collin Bourgeois and seconded by Robert Sutherland

«THAT THE MEETING OF THE BOARD OF DIRECTORS OF OCTOBER 17TH, 2022 BE ADJOURNED AT 20:55 HOURS.»

Carried M-22-103

Jamie Restoule, Chair

Amylee Laforest, Recorder