



Hôpital général de Nipissing Ouest West Nipissing General Hospital

725, chemin Coursol Road, Sturgeon Falls, ON P2B 2Y6

BOARD OF DIRECTORS

Monday, November 18th, 2024 at 18:30 (CHC / Zoom)

- MINUTES-

Present:

Barry Bertrand, Chair
Jamie Restoule, Vice-Chair
Fern Crépeau, Treasurer
Joan McLeod Shabogesis
Kimberley Lachapelle-Palamar
Renée Ragnitz
Robert Sutherland
Dr. Ben Lalonde*
Gail Waghorn*
Shelli Fielding Levac*
Richard Beauchamp*
Megan Lacelle, Recorder*
Mireille Mageau, guest

Regrets:

Chris Wielusiewicz
Ginette Gagnon
Dr. Yves Vaillancourt*

1. **Call to Order**

The meeting was called to order at 18:30 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/Presentation: Human Resources Report**

Mireille Mageau presented the 2024 WNGH Human Resources Report that was updated in September 2024, this report included the following:

Staffing Complement

- There are 251 permanent positions, and a total of 332 employees.
- The overall growth year to date is up by 0.8%.
- There are 30.2% of employees that are over the age of 50.

Recruitment and Retention

- There is currently 33 current vacancies, which most of them are part-time nursing positions.
- The turnover rate is currently on a decline compared to last year.
- The retention rate year to date is 86.14%.

Compensation and Benefits

- The general wage increase was 3% for all unions and non-union last year.
- For the extended health care utilization, 85% of claims are for drugs.
- There is a total of 10 active claims for the long term disability utilization

Sick Time

- The sick time hours are currently on the rise.



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- There is an attendance management program implemented to reduce the amount of sick time hours.

Labour Relations

- There is currently a total of 30 grievances.
- 64% of grievances were related to scheduling interpretations and/or errors. The majority of which were settled locally.

Complaints/Investigations

- There has been an influx in complaints in the past few years. The human resources department recommends to staff to work out the issues among themselves.
- 77% of complaints are accurate.
- 50% of complaints have had an outcome of reinstruction.
- There has been an influx in investigations which resulted in terminations. These were result of gross misconduct, including theft and patient abuse.
- Year to date, there has been 28 investigations and which 3 of them led to terminations.

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 Renée Ragnitz and seconded by Robert Sutherland

«THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF NOVEMBER 18th, 2024, INCLUDING MINUTES, REPORTS AND RECOMMENDATIONS BE ACCEPTED AS PRESENTED,

WITH THE FOLLOWING ITEMS:

- .1 PRESIDENT & CEO NEWSLETTER – **NONE**
- .2 BOARD OF DIRECTORS MEETING MINUTES – SEPTEMBER 16 & OCTOBER 28, 2024
- .3 FINANCE & AUDIT COMMITTEE MINUTES – JUNE 19, SEPTEMBER 3 & OCTOBER 1, 2024
- .4 HEALTH CARE QUALITY MINUTES – MAY 13, 2024
- .5 ETHICS COMMITTEE MINUTES – APRIL 8, 2024
- .6 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES – OCTOBER 3, 2024
- .7 WNGH FOUNDATION BOARD MINUTES – JUNE 11, SEPTEMBER 10 & OCTOBER 8, 2024
- .8 CREDENTIAL COMMITTEE MINUTES – JUNE 18 & SEPTEMBER 17, 2024
- .9 MEDICAL ADVISORY COMMITTEE MINUTES – JUNE 18 & SEPTEMBER 17, 2024
- .10 BOARD EFFECTIVENESS SURVEY RESULTS – OCTOBER 28, 2024
- .11 PATIENT SATISFACTION SURVEY RESULTS – OCTOBER, 2024
- .12 CORPORATE SCORECARD REVIEW – **Q2.** »

Carried M-24-74

6. Approval of Regular Agenda

Moved by Kimberley Lachapelle-Palamar and seconded by Renée Ragnitz

«THAT THE REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF NOVEMBER 18TH, 2024 BE AMENDED TO INCLUDE



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- ITEM 7.1.A – MAMMOGRAPHY AND CHEMICAL ANALYSER. »

Carried M-24-75

7. Regular Agenda

.1 President & CEO Update

Richard Beauchamp updated the Board on the following:

Emergency Department

- Two weeks ago, WNGH came 24 hours close to not have coverage for the emergency department which almost led to an emergency department closure.
- This week there is still one shift that is uncovered. Physician coverage is a weekly challenge.
- The ministry continues to say that the emergency department must stay open at all cost.

Sprinkler Project

- The administration department is in its third week of renovations. The administration team should be moved back in by the beginning of next week.
- The emergency department renovations will begin at the beginning of January. During this time, the emergency department will be relocated to the operation room.

Staff Christmas Dinner

- The staff Christmas dinner will be held on December 19th.

a) **Mammography and Chemical Analyser**

Richard Beauchamp shared with the Board that the mammography equipment is at end of life which means that there is no maintenance contract and there is no guaranteed parts. New mammography equipment would cost around \$400,000. The Board expressed interest in leasing options; Gail Waghorn will look into the cost associates with leasing and give that information to the Board members. Richard shared that the Ministry does not fund hospital equipment.

Richard also shared that the chemical analyser will reach its end of life in 2025. This analyser is used for most blood work orders to analyse the results.

Dr. Lalonde expressed that the hospital can still run without a mammography equipment, however, the hospital cannot run without a chemical analyser. The Board decided that the chemical analyser would be a priority.

.2 Chief of Staff Report

Dr. Ben Lalonde shared the following with the Board:

- Dr. Lalonde and the Family Health Team will be scheduling a meeting soon regarding physician coverage.
- There are physician students that are interested in working at WNGH once they graduate.
- Emergency department physician coverage challenges continue.
- The credentialing process will be updated in hopes to recruit more local and active physicians, this can be physicians from Sudbury and/or North Bay.



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- .3 Medical Advisory Committee Recommendations – September 17 & October 15, 2024
Moved by Fern Crépeau and seconded by Joan McLeod Shabogesic
«THAT THE RECOMMENDATIONS ARISING FROM THE MEDICAL ADVISORY COMMITTEE MEETING OF SEPTEMBER 17 AND OCTOBER 15, 2024 BE ACCEPTED AS PRESENTED. »

Carried M-24-76

.4 Finance Update

The finance update along with the finance reports were found in the members' packages.

.5 Clinical Update

Shelli Fielding Levac updated the Board with the following:

Sprinkler Project Update

- The project is on-track. The next phase begins on Monday, November 25 in the Butterfly Café.

Long Term Care Beds Loss Mitigation Planning

- Shelli will be developing a business plan to send to Ontario Health to mitigate the beds from Long term Care to Complex Continuing Care.

Nursing Orientation Planning (Recruitment and Retention Strategy)

- Shelli had a meeting today to implement a corporate nursing orientation. They have a candidate to trial the orientation in a couple of weeks.

Influenza Vaccinations

- A clinic was already held, Shelli is hoping to run another clinic soon.

Long Term Care Inspection

- WNGH received a surprise visit from the Ministry of Long term Care two weeks ago regarding a specific critical incident. The Ministry received good feedback from staff, residents and families. The Ministry found minimal things to improve on.

Outbreaks

- On November 8th, an outbreak was declared in Long term Care where eleven (11) residents were affected. This outbreak will be declared over tomorrow, November 19th.
- There is currently an outbreak in Nursing Care Unit and Complex Continuing Care Unit where nine (9) patients have been affected. This outcome is anticipated to be declared over on November 24th.

Nursing Practice Advisory Council Committee

- This committee is to encourage professional practice for nursing and how to improve nursing care at WNGH.

.6 Establish and Approve Board Goals for the year – **DEFERRED**

.7 Review Policies

Moved by Jamie Restoule and seconded by Fern Crépeau

«THAT THE FOLLOWING POLICIES BE APPROVED AS PRESENTED:

- 730-24 – COMMITMENT TO INTEGRATION
- 730-28 – REMOVAL OF A DIRECTOR
- 730-29 – BOARD OF DIRECTORS ROLES & RESPONSIBILITIES



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- 730-34 – BOARD OF DIRECTOR ROLE
- 730-37 – STRATEGIC PLANNING
- 730-42 – QUALITY IMPROVEMENT & RISK MANAGEMENT
- 730-43 – PURCHASES CONTRACTS AND LEASES
- 730-45 – HEALTH CARE QUALITY COMMITTEE
- 730-46 – UTILIZATION MANAGEMENT
- 730-47 – ANNUAL OPERATING PLAN. »

Carried M-24-77

8. Correspondence

.1 OHA Letter – Financial Position of Hospital Sector

This letter was included in members' packages for information purposes.

9. Other

10. Adjournment

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

Moved by Renée Ragnitz and seconded by Kimberley Lachapelle-Palamar

« THAT THE MEETING OF THE BOARD OF DIRECTORS OF NOVEMBER 18TH, 2024 BE
ADJOURNED AT 20:09 HOURS. »

Carried M-24-78

Barry Bertrand, Chair

Megan Lacelle, Recorder