



Board of Director's Meeting

February 25, 2025

Attendance

Membership	O	T	V	R	A
Jay Lucas, Chair	x				
Deana Renaud, Director		x			
Terri Elliott, Director				x	
Ashley Davis, Director			x		
Suzanne Lynch, Director				x	
Vacancy					
Vacancy					

Non-Voting Membership	O	T	V	R	A
Shannon Cormier, CEO	x				
Kyle Lemieux, CNE	x				
Dino Armenti, Interim CFO			x		
Dr. Ravi Dhaliwal, Chief of Staff				x	
Dr. Jonathon Scully, Pres. Prof. Staff	x				
Marie Cocks, Executive Coordinator	x				

O: On-site / T: Telecon. / V: Videocon. / R: Regrets / A: Absent

Agenda

	Time	Presenter	Item & Purpose	Expected Outcome	Page #
1.0		Call to Order			
1.1		J. Lucas	J. Lucas, Chair called the meeting to order at 4:38 pm and shared a land acknowledgement		
1.2		J. Lucas	Quorum was attained		
1.3		J. Lucas	Conflict of Interest None		
1.4		J. Lucas	Approval of Agenda Moved by – A.Davis Seconded by – D. Renaud Opposed - None <i>“That the agenda for the February 25, 2025 Board Meeting be accepted as presented.”</i> <i>Carried.</i>		
2.0		Presentation / Education			
2.1		S. Cormier	Board Governance and Leadership The focus on this months Board training was, LTC Legislation and Regulations, Legislation, Regulations and Compliance updates, and General and Crisis Communication There was discussion on what process and protocols are in place for Emergency preparedness and planning, within in the Hospital.		

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			<p>The next set of Board training to discuss at the March 25, 2025 meeting will be;</p> <ul style="list-style-type: none"> • LTC Financial Literacy 101 • LTC Financial Literacy 201 • LTC Funding and Capital Developments Updates 		
3.0	Agenda Matters				
3.1		J. Lucas	<ul style="list-style-type: none"> • Board Meeting Minutes – January 28, 2025 <p>Moved by -A.Davis Seconded by -D. Renaud Opposed – None</p> <p><i>“That the Board meeting minutes of January 28, 2025 be accepted as presented.” Carried.</i></p> <p>The Mac meeting minutes from February 12, 2025 and the Quality Committee minutes from February 18, 2025 were reviewed and accepted as presented.</p>		
4.0	Standing Agenda Items				
4.1		S. Cormier	<p>Long Term Care Expansion</p> <p>S. Cormier provided an update stating that she had met with the Ministries last week, there was limitations regarding the scope of the dialogue, items that are currently in progress were discussed and discussions related to future events have been deferred until the Ontario Public Service caretaker period has ended.</p>		
4.2		S. Cormier	<p>Meditech Expanse</p> <p>S. Cormier provided the costing, schedule and draft timeline for the Meditech Expanse project. D. Armenti stated that the Meditech Expanse project will be added to the 2026/2027 operating budget.</p>		
5.0	Matters for Discussion				
5.1		S. Cormier	<p>Report from the Chief Executive Officer</p> <p>The following was provided and reviewed. S. Cormier’s report included the following updates;</p> <ul style="list-style-type: none"> • Echocardiogram Clinic • Red Rock Building • LTC/Respiratory Outbreak • Healthy Workplace Committee 		

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		<ul style="list-style-type: none"> • Stable Patient Transfer planning <p>Additional documents provided including, Incorporating Wellness into the workplace, Workspace Inspection Briefing, Health, Safety & Wellness Quarterly Report and Accreditation.</p> <p>S. Cormier informed the group that M. Boudreau Interim COO will be attending the next meeting on March 25, 2025 to provide an overview of the Accreditation Canada Governance Standard and the requirement for the Board of Directors to complete the Governance Self-Assessment Survey.</p>		
5.2	K. Lemieux	<p>Report from the Chief Nursing Executive K. Lemieux provided the following report;</p> <ul style="list-style-type: none"> • Annual Education/Orientation revamp • Staffing • LTC/Respiratory Outbreak <p>Also provided was the QIIP indicators for 2025/2026</p>		
5.3	D. Armenti	<p>Report from the Chief Financial Officer</p> <p>D.Armenti provided financial updates for January 2025, and information regarding the 2025/2026 Operating Plan.</p> <p>A Capital Item Review meeting has been scheduled for March 3, 2025 with Senior Management</p>		
5.4	J. Scully	<p>Report from the Chief of Staff</p> <p>J. Scully provided information on the following;</p> <ul style="list-style-type: none"> • An increase of Medical students will be starting in the near future at the Hosptial. 		
5.5	S. Cormier	<p>Board Policy / Procedure Project</p> <p>The following polices were reviewed by the working group, there was some recommendations to make changes. The polices will be relooked at and resubmitted to the working group for approval once changes have been completed.</p> <p>BR 03-01 CEO Selection sand Succession Planning BRD 03-02 CEO Position Description BRD 03-05 CEO/COS Performance Evaluation</p>		

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			<p>The next set of policies have been sent out to the working group and include;</p> <p>BRD-03-06 CEO Evaluation Tool BRD 04-01 Board Structure BRD 04-02 Appendix A Application to the Board</p>		
6.0		Other			
6.1		S. Cormier	<p>Open Conversation - For the Good of the Organization</p> <p>S. Cormier invited open conversation among the Directors.</p> <p>A. Davies reported that she has heard positive feedback regarding the evening appointments that are now being offered by Urgent Care.</p> <p>She also shared that community members are getting excited for the Long-Term Care expansion.</p>		
7.0		Adjourn to In Camera Meeting			
7.1		J. Lucas	<p>Adjournment to In Camera Meeting</p> <p>Moved by – A. Davis Seconded by – J. Lucas Opposed - None</p> <p><i>“That the Board of Directors moves to its In-Camera meeting at 6:28 pm.” Carried.</i></p>		
8.0		Adjourn In Camera and Return to Regular Board Meeting			
8.1		J. Lucas	<p>Return to Regular Meeting</p> <p>Moved by – A. Davis Seconded by – J. Lucas Opposed - None</p> <p><i>“That the Board of Directors adjourns the in-camera board meeting at 6:42 pm.” Carries</i></p>		
8.2		J. Lucas	<p>Report from Closed Session</p> <p>J. Lucas provided a summary of the In-Camera meeting;</p> <ul style="list-style-type: none"> • In-Camera meeting minutes of January 28, 2025 • Credentialing 		
9.0		Adjourn Regular Board Meeting			
9.1		J. Lucas	Adjournment		

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		<p>Moved by – A. Davis Seconded by – J. Lucas Opposed - None</p> <p><i>“That the Board of Directors moves to adjourn its meeting at 6:42 pm.” Carried.</i></p> <p>Next Meeting Date-March 25, 2025 @ 4:30 pm</p>		



Jay Lucas, Board Chair



Shannon Cormier, Chief Executive Officer