



## Board of Director’s Meeting

Tuesday, Nov 28<sup>th</sup>, 2023 @ 4:30 pm

### Attendance

Membership	O	T	V	R	A
Jay Lucas, Chair	x				
Deana Renaud, Director	x				
Gord Muir, Director	x				
Marcus Hardy, Director	x				
Terri Elliott	x				
Vacancy					
Vacancy					

Non-Voting Membership	O	T	V	R	A
Shannon Cormier, CEO	x				
Dino Armenti, Interim CFO			x		
Kyle Lemieux, CNE				x	
Dr. Ravi Dhaliwal, Chief of Staff			x		
Dr. Jonathon Scully, Pres. Prof. Staff				x	
Judy Jean, Interim EA/Bd Liaison	x				

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

<b>1.1</b>	<p><b>CALL TO ORDER</b>          J. Lucas called the meeting to order at 4:37 pm with a land acknowledgement.          On October 17, 2023 G. Muir was nominated and approved as a member of the Hospital’s Board. Welcome Gord!</p>
<b>1.2</b>	<p><b>Quorum</b>          Quorum was attained.</p>
<b>1.3</b>	<p><b>Conflict of Interest</b>          None.</p>
<b>1.4</b>	<p><b>Approval of Agenda</b>          Moved by - D. Renaud          Seconded by - G. Muir          Opposed - None</p> <p><i>“That the agenda for the Nov 28, 2023 Board Meeting be accepted as presented.”</i> Carried.</p>
<b>2.0</b>	<p><b>CONSENT AGENDA MATTERS</b></p>
<b>2.1</b>	<p>Board Meeting Minutes - Jun 29, 2023</p> <p>Moved by - D. Renaud          Seconded by - J. Lucas          Opposed – None</p> <p><i>“That the Board meeting minutes of Jun 29, 2023 be accepted as presented.”</i> Carried.</p>

2.2	<p><b>Board Meeting Minutes - Oct 17, 2023</b></p> <p>Moved by - D. Renaud          Seconded by - J. Lucas          Opposed - None</p> <p><i>"That the Board meeting minutes of Oct 17, 2023 be accepted as presented."</i> Carried.</p>
2.3	<p><b>Medical Advisory Committee (MAC) Meeting Minutes - Nov 8, 2023</b></p> <p>S. Cormier provided an introduction to the Medical Advisory Committee.</p> <p>Moved by - D. Renaud          Seconded by - J. Lucas          Opposed - None</p> <p><i>"That the MAC meeting minutes of Nov 8, 2023 be accepted as presented."</i> Carried.</p>
3.0	<p><b>NEW BUSINESS</b></p>
3.1	<p><b>Board Resignation</b></p> <p>J. Lucas shared correspondence received from Eric Rutherford dated October 30, 2023 indicating his intention to resign as Board Director.</p> <p>It is with regret that the Board accept the resignation of Eric and acknowledges his dedication and commitment to Nipigon Hospital and the communities it serves. The Board extends its best wishes to Eric in his retirement.</p>
3.2	<p><b>Board Recruitment</b></p> <p>S. Cormier discussed her recruitment efforts to date. She has been reaching out and conversing with community members, posting via social media, and updating the website recruitment message. Her efforts are ongoing and any thoughts or ideas are welcome.</p> <p>Discussion took place around the length of time between the exiting of an employee and the time they can apply to be a board director. It was agreed that, two year, be the minimum length of time, however greater length of time will be at the discretion of the Board. This will be added to the by law notes for the next review.</p> <p>Attending meetings virtually is offered within the bylaws.</p> <p>Board applicants should reside within the district so as to be able to provide a community perspective.          Currently, we are recruiting for persons with finance, human resources, and municipal skills sets.</p> <p>S. Cormier to provide recruitment information to Board Directors.</p>
4.0	<p><b>MATTERS REQUIRING DECISIONS</b></p>
4.1	<p><b>Board Director Appointments</b></p>

J. Lucas stated that he has reviewed the following two applications for Board Director and that both applicants bring great value adding experience, perspective, and networks to contribute to the overall Board of Directors as a whole. Both he and S. Cormier support these applicants.

Moved by - D. Renaud  
Seconded by - G. Muir  
Opposed - None

- 4.2** *"That Terri Elliott be appointed to the Board of Directors of Nipigon District Memorial Hospital until the next annual meeting."* Carried.

Moved by - G. Muir  
Seconded by - D. Renaud  
Opposed - None

*"That Marcus Hardy be appointed to the Board of Directors of Nipigon District Memorial Hospital until the next annual meeting."* Carried.

**4.3 Board Orientation Planning**

S. Cormier stated that she has been in contact with the Ontario Hospital Association and they suggested their support in helping craft an orientation process for NDMH. A meeting is planned for Tue Nov 29<sup>th</sup> to further discuss.

The Board was in agreement to meet in December for a general hospital orientation as an initial welcome.

Board Directors provided their availability. Orientation to be arranged around this availability.

**4.4 Importance of Privacy and Confidentiality, Signing of Confidentiality Statement**

S. Cormier provided brief information. Directors endorsed the confidentiality statement.

**4.5 Quality Committee of the Board, Briefing Note**

S. Cormier provided information on the purpose of the Board's Quality Committee. In time, the Directors will be asked to consider membership to the Quality Committee.

**4.6 Future Board Meeting Schedule**

A Board meeting schedule has been developed from Jan to Jun 2024 for the last Tuesday of each month. Directors agreed with this schedule.

The time of the meeting was discussed and it was agreed that between 4:30 and 4:45 pm, dinner would be served and the meeting would be called to order at 4:45 pm.

A schedule will be sent to the Directors.

**5.0 MATTERS FOR DISCUSSION**

**5.1 Chief Executive Officer Report**

S. Cormier provided the following report -

- Introduction
- Strategic Pillars Update
- Occupational Health & Wellness Quarterly Report
- Workplace Violence Quarterly Report
- Stats - In Patient, Outpatient, ER, Lab, Diagnostic Imaging, Physio, Beardmore Health Centre
- Update - Ontario Health Team
- Update - Ontario Hospital Association Small Northern and Rural Hospitals Networking Meeting
- Update - Health Infrastructure Renewal Fund (HIRF) Funding
- CEO Activities

S. Cormier welcomed feedback from the Directors in order to ensure she is working in a meaningful and focuses on the work of the Board.

Moved by - G. Muir

Seconded by - D. Renaud

Opposed - None

*"That the CEO report of Oct 17 to Nov 28, 2023 be accepted as presented."* Carried.

## 5.2 Chief of Staff Report

Dr. Dhaliwal provided the following report -

- Rural Northern Physician Group Agreement (RNPGA)
- Locum, Dr. A. Fairservice
- Society of Rural Physicians of Canada, Care Course Feb 3<sup>rd</sup> and 4<sup>th</sup>, 2024
- Return of Service Practice

Moved by - D. Renaud

Seconded by - G. Muir

Opposed - None

*"That the COS report of Nov 2023 be accepted as presented."* Carried.

## 5.3 Financial Report

D. Armenti reviewed the financials to the end of October 2023. Financial pressures includes –

- University Health Network Agreement (for Lab oversight)
- Agency Staffing
- Deficit

D. Armenti has a meeting with Ontario Health on Dec 1<sup>st</sup> to review forecast.

**5.4 Meditech Update**

S. Cormier provided a brief introduction to the health record software, MediTech and the upcoming project to upgrade to MediTech Expanse regional initiative. Discussion followed around expected costs.

**6.0 IN CAMERA (CLOSED SESSION)**

Moved by - D. Renaud  
Seconded by - T. Elliott  
Opposed - None

*“That the Board of Directors moves to its In Camera meeting at 6:03 pm.”* Carried.

The Board adjourned its In Camera meeting at 6:08 pm, and returned to its Regular meeting.

**7.0 RESUME REGULAR MEETING  
Report from Closed Session**

J. Lucas provided a summary of the In Camera meeting.

- Credentialing
- In Camera Meeting Minutes of Oct 17, 2023
- In Camera Meeting Minutes of Oct 31, 2023
- Correspondence to Executive Director, Family Health Team

**8.0 ADJOURNMENT**

Moved by - T. Elliott  
Seconded by – M. Hardy  
Opposed - None

*“That the Board of Directors moves to adjourn its meeting at 6:11 pm.”* Carried.



Jay Lucas, Board Chair



Shannon Cormier, Chief Executive Officer