

MEETING MINUTES

Board of Directors Meeting

Thursday February 2, 2023 @ 5:00 pm via Microsoft Teams



VALUES: Every day we deliver safe, high quality health care driven by our values.

I.C.A.R.E.

Integrity

Compassion

Accountability

Respect

Excellence

Member	Present/Response	Member	Present/Response
Norm Depta - Chair	Present	Nishika Jardine – Vice-Chair	Present
Jeff Stubbs – Treasurer	Present/Left Early	John Murray – Past Chair	Present
Alison Howard	Present	Christina Wieder	Regrets
Colleen Butler	Present	David Knight	Regrets
Kevin Mullins	Present	Michael Vear	Present
Sheila Kaarlela	Present	Wendy Fairley	Present
Jody Levac – President and CEO	Present	William Bye – VP, CFO	Present
Julia Sek – VP, CNE	Present	Dr. Jaco Scheeres, Chief of Staff	Present
Boris Pavlin – Chair, SMH Foundation	Present	Gary Munro – President of Auxiliary	Present
Dr. Ozzy Ramirez – Chair of Hosp. Med.	Regrets	Sharon Crowe – Board Liaison, EA	Present
Paul Clarry, Guest	Present	Wayne Willcott, Guest	Present
Patsy Morrow, Guest	Present		

	Item for Discussion	Action/MRP
1.	<p>WELCOME, CALL TO ORDER AND LAND ACKNOWLEDGEMENT</p> <p>1.1 Quorum N. Depta advised that a quorum was present.</p> <p>1.2 Declaration of Conflict of Interest N. Depta reminded Board members in attendance of their responsibility to declare conflicts of interest, as outlined in the Corporation’s Bylaws, and asked if anyone present wished to declare a conflict. None were declared.</p> <p>N. Depta also reminded Board members in attendance that they are deemed to have supported a motion if they do not expressly have their vote recorded otherwise in the minutes.</p> <p>1.3 Approval of the Agenda <i>Motion: Moved by J. Murray, seconded by N. Jardine.</i> <i>“That the agenda for the meeting, as presented, be and is hereby approved.”</i> <i>All in favour. Motion passed.</i></p>	N. Depta
2.	<p>PRESENTATION</p> <p>2.1 Strategic Planning Update</p>	P. Morrow

MEETING MINUTES

Board of Directors Meeting

Thursday February 2, 2023 @ 5:00 pm via Microsoft Teams



VALUES: Every day we deliver safe, high quality health care driven by our values.

I.C.A.R.E.

Integrity Compassion Accountability Respect Excellence

	Item for Discussion	Action/MRP
	<p>P. Morrow shared a slide deck with overview of the process, and review of the revised strategic plan draft. The Mission and Vision will not change at this time. New Strategic Plan will be in place on April 1st, 2023.</p> <p>2.2 Redevelopment Update W. Willcott and P. Clarry attended the meeting and showed a redevelopment presentation including observations by the Architects on Stage 2 planning, the gross up factor, building consultants, a refined Stage 2 design and a new site masterplan.</p>	<p>W. Willcott/ P. Clarry</p>
<p>3.</p>	<p>CONSENT AGENDA</p> <p>3.1 Board of Directors Meeting – January 5, 2023 3.2 Board Quality Committee Minutes – January 11, 2023 3.3 Capital Projects Committee – January 19, 2023 3.4 Finance, Audit and Property Committee Minutes – January 25, 2023</p> <p><i>Motion: Moved by W. Fairley, seconded by M. Vear. “That the consent agenda items as amended be hereby accepted.” All in favour. Motion passed.</i></p>	<p>N. Depta</p>
<p>4.</p>	<p>REPORTS</p> <p>4.1 Report of the VP, CNE J. Mullen updated on the following:</p> <ul style="list-style-type: none"> ➤ New and ongoing initiatives ➤ Transitional Care Unit ➤ New and ongoing proposals ➤ Patient Experience data and total hospital visits data ➤ Staffing Update <p>4.2 Report of the Chief of Staff Dr. Scheeres presented an update including:</p> <ul style="list-style-type: none"> ➤ Met with Dr. Peter Wells, director of Rural Ontario Medical Program (ROMP). Wants to extend this program to our hospital. Would like us to be included in the Rural Route for a 2-year medical program. We meet the criteria. ➤ Hosting first Mortality & Morbidity rounds on March 31st. Dr. Lauren O’Malley will be hosting. 	<p>J. Mullen</p> <p>Dr. Scheeres</p>

MEETING MINUTES

Board of Directors Meeting

Thursday February 2, 2023 @ 5:00 pm via Microsoft Teams



VALUES: Every day we deliver safe, high quality health care driven by our values.

I.C.A.R.E.

Integrity

Compassion

Accountability

Respect

Excellence

	Item for Discussion	Action/MRP
	<p>➤ Hospitalist Program shortage. Submitted Alternative Payment Plan for funding. ED doctors have submitted a plan to assist.</p> <p>4.3 Report of the VP, CFIO W. Bye presented on his report which was included in the meeting package including:</p> <ul style="list-style-type: none">➤ 2022-23 Financials➤ Mitigation tactics➤ 2022-23 Capital <p>4.4 Report of the President and CEO J. Levac updated on the following:</p> <ul style="list-style-type: none">➤ Bill 124/Surgical Centres and OHA messaging➤ Loss of eight overflow beds and advocacy➤ User groups on building design➤ Strategic Planning➤ Alliston and Area Physician Recruitment (AAPRC) <p>4.5 Report of President of Professional Staff Dr. Ramirez was not in attendance.</p> <p>4.6 Report of the Foundation B. Pavlin referenced his written report that was included in the Meeting package.</p> <ul style="list-style-type: none">➤ Capital campaign for redevelopment is going okay and support of the Morningview Foundation matching gift gave us momentum so the results for this fiscal year will be okay.➤ Annual campaign may be short on the goals for the year. Decline in stock markets since April last year has put a strain on the operating results for this year.➤ Team is committed to the goals especially the campaign cabinet.➤ Recruiting for board members. Looking for four new members.➤ Board meeting last week and presentation from Paul Clarry. <p><i>J. Stubbs left the meeting at this time – 6:00 pm</i></p> <p>4.7 Report of the Auxiliary President G. Munro gave the following report:</p> <ul style="list-style-type: none">➤ Gift shop grand opening on Monday. Twenty percent off sale for everyone. Open 9-5 Sunday to Friday.➤ Four hundred volunteer hours last month within the hospital.	<p>William Bye</p> <p>Jody Levac</p> <p>Dr. O. Ramirez</p> <p>Boris Pavlin</p> <p>Gary Munro</p>

MEETING MINUTES

Board of Directors Meeting

Thursday February 2, 2023 @ 5:00 pm via Microsoft Teams



VALUES: Every day we deliver safe, high quality health care driven by our values.

I.C.A.R.E.

Integrity

Compassion

Accountability

Respect

Excellence

	Item for Discussion	Action/MRP
	<ul style="list-style-type: none">➤ 50/50 draw is on the backburner because of the gift shop construction.➤ Vending machine in the lobby in March. Meet with J. Mullen regarding IPAC standards.➤ There will be some muffins and snacks offered in the gift shop.➤ Looking for volunteers especially in the gift shop.➤ Starting to put together fund raising for 2023.➤ Raffle will be starting in April.	
5.	ONTARIO NOT-FOR-PROFIT CORPORATIONS ACT (ONCA) WORKING GROUP J. Murray, C. Butler, N. Depta, and J. Levac met with Karima Kanina at Miller Thomson. Reviewed Letters Patent and these require amending. She has all required documents and will notify us when the work is completed.	J. Murray
6.	HOSPITAL QUALITY 6.1 Quality of Care – Case Review N. Jardine outlined a Case review of a patient that was presented at the Board Quality meeting. She also outlined a summary of the Action Items in this case. Discussion about care plans in the Emergency Department and issues with transferring patients to other hospitals. 6.2 Patient Experience Story N. Jardine detailed the story of a patient who attended the Emergency Department and felt disrespected by the nurse looking after her care. Outcomes of this case were reviewed as well. N. Jardine then reviewed a complimentary letter that was sent in by a family. 6.3 2023-24 QIP Leadership working on the QIP and will be brought to the Board Quality committee in mid-February, and then recommended to be approved at the March Board meeting.	N. Jardine
7.	REDEVELOPMENT 7.1 Terms of Reference First meeting of this new Committee took place on January 19 th . Approved terms of reference and these were sent on to the Governance and Nominating Committee. Working on Work Plan. Focus at this time will be overviewing the work of the Architects. Meeting	J. Murray

MEETING MINUTES
Board of Directors Meeting

Thursday February 2, 2023 @ 5:00 pm via Microsoft Teams



VALUES: Every day we deliver safe, high quality health care driven by our values.

I.C.A.R.E.

Integrity

Compassion

Accountability

Respect

Excellence

	Item for Discussion	Action/MRP
	<p>with them on Monday.</p> <p>7.2 Presentation The Capital Projects Committee had a presentation of the new hospital design at their meeting and asked W. Willcott to come to present this to the Board to keep them updated. (See above)</p>	
<p>8.</p>	<p>FINANCE</p> <p>8.1 Financial Statements as at December 31, 2022 W. Bye presented the financial statements that were included in the meeting package.</p> <p>Approval of the Financial Statements <i>MOTION: Moved by M. Vear, seconded by N. Jardine.</i> <i>“That the Stevenson Memorial Hospital Board of Directors approves the Financial Statements as of December 31, 2022, as recommended by the Finance, Audit and Property Committee.”</i> <i>All in favour. Motion passed.</i></p> <p>8.2 Approval of Capital Budget Change Request for Carry Over <i>MOTION: Moved by W. Fairley, seconded by J. Murray.</i> <i>“That the Board of Directors approve the Capital Budget change request for the carry-over as recommended by the Finance, Audit and Property Committee.”</i> <i>All in favour, Motion passed.</i></p> <p>8.2 Approval of Capital Budget Change Request for Removal/Addition of items <i>MOTION: Moved by A. Howard, seconded by J. Murray.</i> <i>The Board of Directors approves the Capital Budget change request for the removal/addition of items as recommended by the Finance, Audit and Property Committee.”</i> <i>All in favour, Motion passed.</i></p>	<p>W. Bye</p>

MEETING MINUTES

Board of Directors Meeting

Thursday February 2, 2023 @ 5:00 pm via Microsoft Teams



VALUES: Every day we deliver safe, high quality health care driven by our values.

I.C.A.R.E.

Integrity

Compassion

Accountability

Respect

Excellence

	Item for Discussion	Action/MRP
9.	<p>REPORT OF THE BOARD CHAIR</p> <p>9.1 N. Depta let the Board know that he attended the Campaign Cabinet meeting and other Board committee meetings this month.</p> <p>Accept All Reports <i>Motion: Moved by J. Murray, seconded by N. Jardine.</i> <i>“That all reports be and are hereby accepted as presented.”</i> <i>All in favour. Motion passed.</i></p>	N. Depta
10.	<p>IN CAMERA</p> <p><i>Motion: Moved by A. Howard, seconded by N. Jardine.</i> <i>“That the Board moves to in-camera session.”</i> <i>All in favour. Motion passed.</i></p> <p><i>Motion: Moved by C. Butler, seconded by K. Mullins.</i> <i>“That the Board moves into open session.”</i> <i>All in favour. Motion passed.</i></p> <p>The Board Chair advised that the following motions arose from the in-camera session:</p> <ul style="list-style-type: none"> • Three (3) new applications for privileges for members of the medical staff; and • One (1) addition to scope of practice for members of the medical staff; and • Five (5) extension in privileges for members of the medical staff; and • Sixteen (16) changes in privileges for members of the medical staff. 	N. Depta
11.	<p>UPCOMING MEETING DATES/SPECIAL EVENTS</p> <p>Next Board Meeting will be held on March 2, 2023, at 5 pm</p>	N. Depta
12.	<p>ADJOURNMENT</p> <p>There being no further business, the meeting adjourned at 7:52 p.m. Moved by N. Jardine.</p>	N. Depta
13.	<p>DIRECTORS ONLY MEETING</p> <p>Governance Presentation</p>	N. Depta

MEETING MINUTES
Board of Directors Meeting
Thursday February 2, 2023 @ 5:00 pm via Microsoft Teams



VALUES: Every day we deliver safe, high quality health care driven by our values.

I.C.A.R.E.

Integrity

Compassion

Accountability

Respect

Excellence

A handwritten signature in black ink, appearing to read "Norm Depta".

Norm Depta, Board Chair

Minutes recorded by: Sharon Crowe