

**Stevenson Memorial Hospital
Board of Directors
Meeting Minutes**

September 2, 2021

Teams Meeting

5:00 p.m.

In attendance:

Elected Directors: John Murray, Board Chair; Shelly Cunningham; Norm Depta; Wendy Fairley; Sheila Kaarlela; Jeff Stubbs; Jan Tweedy, Alison Howard; Kevin Mullins; Nishika Jardine, Colleen Butler, David Knight

Ex Officio Directors: Jody Levac, President & CEO; Carrie Jeffreys, VP, Patient Services & Chief Nursing Executive; William Bye, VP, CFIO; Boris Pavlin, Chair, Foundation; Gary Munro, President, Auxiliary; Dr. Barry Nathanson, Chief of Staff

Staff: Sharon Crowe, Board Liaison

Guests: Mary Thomas, CEO, Foundation

Regrets: Dr. O. Ramirez, President of Professional Staff

1.0 WELCOME & CALL TO ORDER – 5:00 pm

J. Murray welcomed everyone to the meeting. Introductions were made of Boris Pavlin, new Foundation Board Chair as well as Mary Thomas, new CEO of the Foundation. M. Thomas reviewed her background and advise that she is excited to be a part of the Stevenson team.

1.1 Quorum

J. Murray advised there was a quorum.

1.2 Declaration of Conflict of Interest

J. Murray reminded Board member 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. No declarations were made.

1.3 Approval of the Agenda

Motion: Moved by S. Kaarlela, seconded by D. Knight.

"That the Board of Directors accepts the agenda a presented."

All in favour. Motion passed.

2. PRESENTATION – No presentation this month.

3. CONSENT AGENDA

3.1 Board of Directors Minutes – June 10, 2021

Motion: Moved by W. Fairley, seconded by A. Howard.

“That the Board of Directors accepts the consent agenda as presented.”

All in favour. Motion passed.

4. REPORTS

4.1 Report of the VP, CFIO

W. Bye advised:

- YTD up to the end of July. Posted a \$200,000 deficit in July. Don't have August results yet.
- Gov't still paying COVID expenses, extended this to December 31st
- Extended bed capacity funding to March 31st. This is allowing us to stay in a surplus position.
- Reconciliation process for last year's COVID expenses is underway. Doing this month to month. We are being transparent and having no issues.
- Technology – Gov't has put out 11 opportunities for funding IT projects. Novari first phase is live for surgical bookings as of the end of June. Thinking of tacking on another NOVARI module for primary care physicians to send referrals right to surgeons.
- OMNI document control system went live today. Using it for Accreditation right now. Might be able to use this as a Board portal as well.
- Other 9 opportunities include remote care monitoring, 3 virtual care opportunities, and a patient navigator.
- All these funding opportunities are for capital only. They will fund the capital for the programs, the program managers, anything that we can capitalize, but they will not fund operating costs. This is the biggest challenge.
- Capital list approved by this Board in June. A lot of items on order already. HIRF funding, going through this quickly. Lots of issues with ventilation systems and lots of work on the HVAC systems this year.

4.2 Report of Chief of Staff – Dr. B. Nathanson

- Surgical backlog: great process was made through the summer
- Staff attrition due to COVID was noted
- Credentialed staff re-applications are approaching, M. Metherall will provide support
- COVID-19 Update: 4th wave may overshadow 2nd and 3rd waves. 75% of Canadians are vaccinated at present

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- Infectious disease and Pediatric clinic represent potential opportunities for SMH

4.3 Report of VP, Patient Services/Chief Nursing Executive

C. Jeffreys updated on:

- South Simcoe OHT – Digital Health Funding Opportunities
- Current submissions to the Ministry of Health
 - Surgical Innovation Funding – Pending (Submitted July 2021)
 - Ontario Structured Psychotherapy Network (OSP) Expansion Application – Pending (Submitted August 5, 2021)
- OR Ramp-Up and HHR challenges
- Assessment Centre volumes
- Local COVID-19 incidences in New Tecumseth, Innisfil and Essa
- SMH COVID-19 Positivity rates and average age of positive cases and intubations
- SMH Occupancy rates

4.4 Report of President and CEO – Jody Levac

J. Levac advised the Board on the following matters:

- Staff and physician vaccination rates
- Directive 6
- HHR update and vacancy rates
- Accreditation update
- Political Engagement and ongoing discussions with Capital branch

4.5 Report of President of Professional Staff

Dr. Ramirez did not attend the meeting.

4.6 Report of the Foundation Board Chair

B. Pavlin referenced the written report circulated with the agenda and highlighted the following:

- The hiring of the new CEO
- Foundation Board is moving ahead with raising Redevelopment funds - goal for the current fiscal year set at \$5 million in pledges. Efforts continue to be hampered by lock downs and restrictions on in person events which impact the Foundation's ability to meet with potential donors
- Memorandum of Understanding between the Board and the Foundation reviewed

4.7 Report of Auxiliary President

G. Munro referenced his written report circulated with the agenda.

- No confirmed return date at this time.
- New name of Coffee Bar and Gift shop will be Treasures and Treats
- Sidewalk sale in July and brought in \$1500.00
- Raffle ticket sales going well.

5.0 Report of the Board Chair

J. Murray advised:

- Participated in the search for the Foundation CEO
- Working on COS search
- Campaign Cabinet meetings and meetings with M. Thomas and B. Pavlin
- Executive meeting with Committee Chairs on September 14th

5.1 Board Work Plan. This was reviewed and updated.

MOTION: Moved by J. Tweedy, seconded by S. Kaarlela.

That the Board of Directors approves the 2021-22 Board Work Plan as amended.

All in favour.

5.2 Balanced Scorecard Update – Reviewed and no comments or concerns.

5.3 Board MOU Agreements – The hospital has memoranda of understanding with the Foundation and its SHINE partners. These were reviewed and it was determined that no amendments were needed at this time.

Accept All Reports

Motion: Moved by N. Depta, seconded by K. Mullins.

“That the Board of Directors accepts all reports as presented.”

All in favour. Motion passed.

M. Thomas and G. Munro left the meeting at 7:02 pm.

6. In Camera Session

Motion: Moved by N. Kaarlela, seconded by C. Butler.

“That the Board moves to in-camera session.”

All in favour. Motion passed.

Motion: Moved by J. Tweedy, seconded by K. Mullins.

“That the Board moves into open session.” All in favour. Motion passed.

The Board Chair advised that the following motions arose from the in-camera session:

- *Two (2) new applications for medical staff were approved;*
- *One (1) changes in privileges for members of the medical staff were approved; and*
- *One (1) application for temporary privileges were approved.”*

7. Next Meeting Date

The next Board meeting will be held on Thursday, October 7, 2021.

Executive Meeting September 14th, 2021.

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There being no further business, the meeting adjourned at 7:20 p.m. Moved by W. Fairley.

A handwritten signature in black ink, appearing to read "John Murray", enclosed in a light blue rectangular border.

John Murray, Board Chair

Recording Secretary: Sharon Crowe