



**Campbellford
Memorial Hospital**

**Campbellford Memorial Hospital
Board of Directors Open Meeting - Minutes
Tuesday, November 25th, 2025 @ 4:00 PM**

PRESENT: Carrie Hayward (Chair), Jeff Hohenkerk, Liz Mathewson, Marg Carter, Dr. Dimitri Louvish, Doug Hunt, Glen Wood, Heather Campbell, Jennifer Glover, Dr. Danish Chippa, Fiona Harrington, June Tutak, Trish Wood, Beth Lucciola, Michael Bunn, Liz Mathewson, Sandra Conley, Dr. Ellen Buck-McFadyen, Greg Clarke

REGRETS:

GUESTS: Peter Mitchell (Recorder), Jessica Brandon, Adam Kolisnyk

1. CALL TO ORDER

Carrie Hayward called the meeting to order at 4:02 PM.

1.1 Land Acknowledgement

Trish Wood offered a Land Acknowledgement.

1.2 Confirmation of Quorum

A Quorum was confirmed.

1.3 Approval of Agenda

Motion: Be it resolved that the agenda be approved as circulated.

Moved by: Michael Bunn

Seconded by: Liz Mathewson

Carried.

1.4 Declaration of Conflicts of Interest

No conflicts were declared.

2. BOARD EDUCATION SESSION – RESTORATIVE THERAPY

Caitlyn Payne from the Restorative Therapy team provided a presentation to the Board on the new Tovertafel system in the Restorative Care Department. She highlighted the benefits of the system and shared examples of how it is being used to complement patient care and support increased mobility and cognitive function.

3. CONSENT AGENDA

(The following items/recommendations have been identified as part of the consent agenda for the regular meeting. Directors are encouraged to contact the Board Chair, CEO or EA to the CEO/Board in advance of the meeting if there are questions about a listed consent agenda item. Any Director may request that any of the Materials be moved to the Board or Committee meeting agenda.)

3.1 Summary of Motions in Consent Agenda

Motion: Be it resolved that the Consent Agenda be approved as circulated, including all motions listed in section 3.1 - Summary of Motions in Consent Agenda.

Moved by: Glen Wood

Seconded by: Greg Clarke

Carried.

3.2 Minutes of October 28th Meeting

3.3 Board Education (Policy 5-080)

3.4 Board of Directors Declaration Policy & Form (Policy 5-100)

3.5 Board Accountability (Policy 5-010)

3.6 Code of Conduct (Policy 5-300)

3.7 Board Chair Position Description (Policy 5-050)

3.8 Board Chair Selection (Policy 5-060)

3.9 Quarterly Compliance Certificate – Q2

3.10 BPSAA Compliance Report – Expense Claims

3.11 BPSAA Use of Consultants Report

3.12 MSAA Declaration

3.13 Operating Statements – Q2

3.14 Auxiliary Report

Liz Mathewson and June Tutak provided an update on recent developments since the report was distributed. They highlighted upcoming fundraising events and outlined opportunities for Directors to get involved.

3.15 Foundation Report

4. BUSINESS ARISING/COMMITTEE MATTERS

4.1 Governance Committee Report

Governance Committee Chair Michael Bunn provided the Board with an update from the Governance Committee meeting held in November. He noted that the Directors' Declaration will be reviewed again in the new year to determine whether elements related to criminal record checks should be included. Mr. Bunn also highlighted recent policy updates and provided an overview of planning underway for the upcoming Board retreat.

4.2 Resource & Audit Committee Report

Glen Wood provided an overview of discussions held at the Committee, and together with Committee member Doug Hunt, outlined the discussion regarding potential director liabilities in the event of a hospital financial default, specifically related to the inability to meet payroll or vendor obligations. It was noted that the hospital's insurer, who was present at the meeting, was unable to provide a definitive response as to whether insurance coverage would extend to directors' liabilities in the event of a financial default. Legislative requirements were discussed, with the understanding that they appear to suggest potential liability for directors, and that government intervention may be required to prohibit directors from being subject to legal action in such circumstances.

Chief Executive Officer Hohenkerk advised that representatives from the Ontario Hospital Association have agreed to speak to the Board at the January Board meeting, or earlier if requested. He further noted that the Ontario Hospital Association is developing a toolkit to assist boards in addressing these issues. The Board agreed that the Resource and Audit Committee should meet with Ontario Hospital Association representatives in December and report back to the Board.

Mr. Wood also provided an update on the deficit reduction plan and the hospital's overall financial position.

4.2.1 Contract Approvals

There was a brief discussion regarding the contract and the conversation that was discussed at Resource & Audit.

Motion: Be it resolved that the Board of Directors approve a 1-year contract extension with the following organization for \$116,199.96 USD:

1. ReInvent Work, Inc.

As recommended by the Resource & Audit Committee

Moved by: Sandra Conley

Seconded by: June Tutak

Carried.

4.2.2 Auditor Approval

Glen Wood provided the Board with an update on the auditor Request for Proposal (RFP), outlining the process undertaken and identifying the preferred proponent.

Motion: Be it resolved that the Board of Directors recommend the Membership of the Campbellford Memorial Hospital appoint KPMG as the Auditor for the 2025/2026 fiscal year as recommended by the Resource & Audit Committee.

Moved by: Glen Wood

Seconded by: Greg Clarke

Carried.

5. NEW BUSINESS

5.1 Chief Executive Office Performance Evaluation

Directors were informed that the survey will be sent following the conclusion of the meeting.

5.2 Chief of Staff Performance Evaluation

Directors were informed that the survey will be sent following the conclusion of the meeting.

5.3 Board Meeting Evaluation

Directors were informed that the survey will be sent following the conclusion of the meeting.

5.4 Board of Directors Declaration

Directors were asked to complete the director's declaration that was circulated prior to the meeting.

6. REPORTS

6.1 Chair Report

To be discussed during the camera session. Though it was noted that a future education session on AI in healthcare would be beneficial.

6.2 President/CEO Report

Chief Executive Officer Jeff Hohenkerk provided the Board with an update on recent activities. He highlighted community presentations delivered in support of the hospital's redevelopment project, as well as ongoing professional development, including his participation in a recent week-long workshop focused on artificial intelligence in healthcare. He noted that adoption of AI within the healthcare sector continues to lag behind other industries, particularly within rural hospitals. Mr. Hohenkerk also provided an update on recent senior leadership changes at the Chief Administrative Officer level in both the Municipality of Trent Hills and Northumberland County.

Several Board members expressed the need to advance the development of the new Board portal. CEO Hohenkerk committed to have a plan for it's development brought to the next Governance Committee meeting in February.

6.3 Chief of Staff Report

Dr. Louvish informed the Board that the Medical Affairs team has scheduled a Grand Rounds session in the new year, which will also be open to inter-disciplinary professionals. He also spoke to the Medical Affairs team's future interest in recruitment efforts in Québec, with the intent of leveraging current physician workforce challenges in that province.

Directors inquired about factors contributing to the reduction in Alternate Level of Care (ALC) patients. It was noted that remote monitoring programs are supporting earlier transitions, along with recent legislative changes requiring ALC patients to identify five potential long-term care homes rather than two.

7. CORRESPONDENCE

8. NEXT MEETING DATE – January 27th, 2026

9. MOTION TO ADJOURN THE OPEN MEETING

Moved by: Marg Carter

Seconded by: Greg Clarke

Carried