



**Campbellford  
Memorial Hospital**

**Campbellford Memorial Hospital  
Board of Directors Open Meeting - Minutes  
Tuesday, October 28<sup>th</sup>, 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,

**REGRETS:** Greg Clarke

**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**

Michael Bunn offered a Land Acknowledgement.

**1.2 Confirmation of Quorum**

A Quorum was confirmed.

**1.3 Approval of Agenda**

Carrie Hayward requested that item 5.2 – *Redevelopment Update* and item 5.3 – *Clinical Services Planning, Master Programming, and Master Planning Services Recommendation* be moved to the In-Camera Session.

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

**Moved by:** Glen Wood

**Seconded by:** Trish Wood

**Carried.**

**1.4 Declaration of Conflicts of Interest**

No conflicts were declared.

## **2. PATIENT STORY**

Heather Campbell provided a patient story regarding a patient who outlined their positive experience in the Emergency Department.

Michael Bunn also shared a recent experience he had at the Lab and complimented the staff for their work.

## **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 2.1 - Summary of Motions in Consent Agenda.

**Moved by:** Sandra Conley

**Seconded by:** Liz Mathewson

**Carried.**

### **3.2 Board of Director Meeting Minutes of September 30th, 2025**

### **3.3 Quality Committee Terms of Reference (policy 4-060)**

### **3.4 Auxiliary Report**

### **3.5 Foundation Report**

## **4. BUSINESS ARISING/COMMITTEE MATTERS**

### **4.1 Quality Committee Report**

Liz Mathewson provided the Board with an update on recent discussions at the Quality Committee. She reported that hand hygiene compliance results have shown continued improvement, reflecting the organization's ongoing focus on patient safety and infection prevention practices. Liz also noted that preparations are underway for the upcoming launch of online appointment booking for the Laboratory.

#### **4.2 New Director Appointment**

Governance Committee chair Michael Bunn reported that the Governance Committee recently convened and, following its review and recommendation, extended an invitation to Fiona Harrington to join the Board. He confirmed that Fiona has accepted the appointment.

**Motion:** Be it resolved that the Board of Directors appoint Fionna Harrington to the vacant Director position, to serve for the balance of the current term, ending at the close of the current Board year, as recommended by the Governance Committee.

**Moved by:** Glen Wood

**Seconded by:** Liz Mathewson

**Carried.**

#### **5. NEW BUSINESS**

##### **5.1 Board Skills Matrix**

Chair Carrie Hayward provided an overview of the purpose of the Board Skills Matrix, noting that it is a key tool used to support the recruitment and selection of new directors. Governance Committee Chair Michael Bunn requested that all directors review the existing skill categories within the matrix and consider whether any areas should be added or removed to better reflect the Board's needs. CEO Hohenkerk supported this request and encouraged directors to share any feedback or suggestions.

##### **5.2 Redevelopment Update - Moved to In-Camera Session**

##### **5.3 Clinical Services Planning, Master Programming, and Master Planning Services Recommendation – Moved to In-Camera Session**

#### **6. REPORTS**

##### **6.1 Chair Report**

Chair Carrie Hayward provided an update on the establishment of the Redevelopment Communications & Community Engagement Committee, noting that the committee is currently in the process of being formed and is expected to be operational by the end of the year. She also informed the Board that she has spoken with Deanna Baker regarding her resignation from the board and additionally noted that Foundation Representative Beth Lucciola has resigned. The Foundation will be appointing a new representative to fill that role. Carrie further advised that Doug Hunt will assume Deanna Baker's former position on the Resource & Audit Committee.

Governance Committee Chair Michael Bunn added that, while not mandatory to fill, Beth's departure also creates a vacancy on the Governance Committee, and he encouraged any director interested in joining to express their interest.

## **6.2 President/CEO Report**

CEO Jeff Hohenkerk presented his written report, which had been circulated prior to the meeting. He provided an update on ongoing progress in implementing the Strategic Plan, noting advancements across the three strategic priority areas of Quality & Patient Experience, People & Culture, and System Integration & Sustainability. He highlighted that work continues on the development of organizational scorecards that will be used to track performance and progress, with draft scorecards to be brought forward for Board review and approval in the coming months.

He further reported on continued collaboration through the Northumberland Ontario Health Team (OHT), including efforts related to Clinical Services Planning and system integration initiatives such as Virtual Care and Workforce Sustainability. Strengthened partnerships with local health providers were also noted as supporting improvements in care coordination and service delivery.

Additional updates included recent staff appreciation and recognition activities, ongoing leadership and governance development initiatives, and emerging opportunities currently under exploration, such as participation in an AI-assisted scribe pilot. CEO Hohenkerk also noted renewed discussions with Trent University regarding the reintroduction of nursing student placements at CMH.

Finally, he advised that the Health Planner contract is in the final stages of execution and that the organization is preparing to initiate Stage 1.2 of the Redevelopment Project, supporting the advancement of the Campus of Care vision.

## **6.3 Chief of Staff Report**

Deferred to in camera session.

## **7. CORRESPONDENCE**

## **8. NEXT MEETING DATE – November 25th, 2025**

## **9. MOTION TO ADJOURN THE OPEN MEETING**

**Moved by:** Glen Wood

**Seconded by:** Fionna Harrington