



Campbellford Memorial Hospital
Board of Directors Meeting - Minutes
Tuesday, March 26th, 2024 @ 4:00 PM

PRESENT: Carrie Hayward (Chair), Kevin Huestis, Jeff Hohenkerk, Liz Mathewson, Michael Bunn, Sandra Conley, Glen Wood, Marg Carter, Bruce Thompson, Dr. Dimitri Louvish, Doug Hunt, Ellen Buck-McFadyen, Heather Campbell, Robbie Beatty, Trish Wood, Nancy French

REGRETS: Jennifer Glover,

GUESTS: Peter Mitchell (Recorder), Adam Kolisnyk (VP Corporate Services/CFO), Jessica Drover (HR Manager)

1. CALL TO ORDER

Carrie Hayward called the meeting to order at 4:05 PM.

1.1 Confirmation of Quorum

A quorum was confirmed.

1.2 Approval of Agenda

Motion: Be it resolved that the Board of Directors approves the agenda as circulated.

Moved by: Michael Bunn

Seconded by: Glen Wood

Carried

1.3 Declaration of Conflicts of Interest

No conflicts were declared.

2. PATIENT STORY

Heather Campbell shared a recent patient experience with the Board of Directors.

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

3.2 Board of Director Meeting Minutes of February 27th Meeting

3.3 Point of Care Testing (Policy 4 - 050)

This item was pulled from the consent agenda and deferred pending review by the Governance Committee.

3.4 Quarterly Compliance Certificate – Q3

3.5 Foundation Report

3.6 Auxiliary Report

Motion: Be it resolved that the Consent Agenda be approved as amended, including all motions listed in section 3.1 - *Summary of Motions in Consent Agenda* with the exception of item 3.3 *Point of Care Testing (Policy 4 - 050)*.

Moved by: Bruce Thompson

Seconded by: Kevin Huestis

Carried

4. BUSINESS ARISING/COMMITTEE MATTERS

4.1 Quality Committee Report

Liz Mathewson commenced her report by expressing gratitude to Heather Campbell for her diligent work within the Quality Committee, particularly in preparing comprehensive information for committee meetings.

Heather Campbell then updated the board on recent modifications to the Point of Care Testing program at the hospital. She outlined the extensive efforts required in the lab to secure proper accreditation, as well as the adjustments enabling nursing staff to conduct point of care testing in addition to lab personnel. Additionally, Campbell highlighted the increasing duration of time to inpatient bed at the hospital and the associated risks for patients when they face delays with being admitted to an inpatient bed.

The board briefly discussed the activities of the St. Elizabeth/VON clinic, as outlined in the report. Moreover, there was deliberation concerning the new accreditation process detailed in the report. It was noted that instead of a scheduled survey every four years, the process would now involve rotating surveys focusing on different topics, with visits occurring periodically over the years.

4.2 Resource & Audit Committee Report

Glen Wood initiated his report by extending appreciation to Jessica Drover for her outstanding work in the HR department. CFO Kolinsky added that since the committee's last meeting, the hospital has received pressure funding, which is expected to positively impact cash flow. He further mentioned that there will be a significant reduction in agency staff in the near future, and a full-time permanent Nurse Practitioner has been hired for the IPU.

Additionally, Wood informed the board that the balanced budget waiver for the hospital has been extended for another five years. CEO Hohenkerk shared insights from a recent call with other rural and northern hospitals, highlighting that many are facing greater deficits than CMH and are contemplating service cuts to sustain operations.

4.3 Operating Budget 2024/25

Motion: Be it resolved that the Board of Directors approve the 2024/25 operating budget as recommended by the Resource & Audit Committee.

Moved by: Robbie Beatty

Seconded by: Sandra Conley

Carried

4.4 Capital Budget 2024/25

Motion: Be it resolved that the Board of Directors approve the 2024/25 capital budget as recommended by the Resource & Audit Committee.

Moved by: Michael Bunn

Seconded by: Marg Carter

Carried

4.5 HSAA Extending Letter

Motion: Be it resolved that the Board of Directors approve the extension of the HSAA as recommended by the Resource & Audit Committee.

Moved by: Bruce Thompson

Seconded by: Kevin Huestis

Carried

4.6 MSAA Extending Letter

Motion: Be it resolved that the Board of Directors approve the extension of the MSAA as recommended by the Resource & Audit Committee.

Moved by: Sandra Conley

Seconded by: Ellen Buck-McFayden

Carried

5. NEW BUSINESS

5.1 AGM NOTICE

The Board of Directors was informed that the Annual General Meeting of the corporation will be held on June 19th 2024.

6. REPORTS

6.1 Chair Report

Carrie Hayward informed the board that she will be out of the country for most of April, with Liz Mathewson, the Vice Chair, stepping in as acting chair in her absence for any matters requiring chair attention.

She also provided an update on the meeting she and CEO Hohenkerk had with the planning department of the Municipality of Trent Hills regarding the hospital's proposed redevelopment. Hayward mentioned that there are zoning issues concerning the proposed site that need addressing, as it is currently not zoned correctly for the intended development. However, she noted that the municipality has assured their support in resolving these zoning issues.

Additionally, there was a discussion regarding potential challenges and issues that may arise during zoning amendments.

6.2 President/CEO Report

CEO Hohenkerk informed the board that the new regional chief for the Ontario East region is a former colleague of his whom he knows well, expressing his anticipation for collaborating with him to tackle the hospital's challenges and capitalize on opportunities.

Moreover, he provided an update on the ongoing land use studies at the proposed new hospital site, mentioning that more comprehensive environmental assessments will be required moving forward.

Hohenkerk also highlighted recent job shadowing experiences he had with the dietary staff, underscoring the importance of understanding various roles within the hospital.

Lastly, he briefly updated the board on the progress towards achieving the annual corporate goals.

6.3 Chief of Staff Report

Dr. Louvish spoke to the recent updates on the masking policy as well as the work that is being prepared in the event any measles cases present themselves at the hospital.

7. CORRESPONDENCE

There was no correspondence.

8. NEXT MEETING DATE – April 30th, 2024

9. MOTION TO ADJOURN THE OPEN MEETING & MOVE INTO THE IN-CAMERA MEETING

Motion: To adjourn the open meeting and move into the in-camera meeting.

Moved by: Marg Carter

Seconded by: Trish Wood

Carried