



Campbellford Memorial Hospital
Board of Directors Meeting - Minutes
Tuesday, February 27th, 2024 @ 4:00 PM

PRESENT: Carrie Hayward (Chair), Kevin Huestis, Jeff Hohenkerk, Liz Mathewson, Michael Bunn, Jennifer Glover, 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:

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 4:01 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: Robbie Beatty

Seconded by: Glen Wood

Carried

1.3 Declaration of Conflicts of Interest

No conflicts were declared.

2. BIG HEALTHCARE PRESENTATION

BIG Healthcare delivered a summary of their initial findings from the operational review conducted for the hospital, providing benchmarking data to illustrate how CMH compares to its peer hospitals. While the report was comprehensive, the key takeaways presented to the board emphasized that CMH operates more efficiently than most peer hospitals. Consequently, opportunities to reduce spending without significantly affecting patient care or service delivery were found to be limited. BIG Healthcare expressed their opinion that CMH would be unable to achieve a balanced budget without an increase in funding. These insights underscore the importance of securing additional funding to ensure the hospital's financial sustainability.

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 January 30th Meeting

3.3 Chief of Staff Performance Evaluation and Form (Policy 2-050-A and 2-051-B)

3.4 Communication and Engagement Plan 2024/25

3.5 Meeting Without Management (Policy 5-240)

3.6 Board Peer Assessment Policy and Questionnaire (Policies 5-130-A and 5-131-B)

3.7 New Director Mentoring Program (Policy 5-250)

3.8 New Director Orientation (Policy 5-260)

3.9 Performance Expectations of Individual Directors (policy 5-280)

3.10 Foundation Report

3.11 Auxiliary Report

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: Bruce Thompson

Seconded by: Kevin Huestis

Carried

4. BUSINESS ARISING/COMMITTEE MATTERS

4.1 Governance Committee Report

Michael Bunn provided the Board with an update on the Governance Committee's activities during their February meeting. He outlined several policy amendments submitted for the Board's approval and highlighted the ongoing need for amendments to the Chief of Staff Evaluation Form and CMH bylaws, which will be presented for approval at the April board meeting following further review from the Governance Committee. Additionally, he elaborated on plans to develop three separate surveys for the Chief of Staff Evaluation Form to gather feedback from specific groups effectively.

The Board was also briefed on the progress of recruiting new directors. It was noted that additional efforts will be required to recruit community members, particularly as there are currently two vacancies. This emphasizes the need for continued focus on recruitment efforts in the short term.

4.2 Strategic Planning Committee Report

Sandra Conley informed the Board that progress on the development of the strategic plan is ongoing and that survey participation for both the community and staff survey have been positive so far. Sandra also provided an update on the youth engagement strategy and the branding work that will occur in concert with the strategic planning process. She further informed the board that directors are invited to attend the learnings presentation at the March 21st Strategic Planning Committee meeting.

5. NEW BUSINESS

5.1 Banking Resolution

The Board of Directors was informed that in order to add chair Carrie Hayward as a signing authority on the bank account, the attached circulated motion needs to be passed by the board. Directors were informed the motion is identical to one passed in October when CFO Adam Kolinsky was added as a signing authority.

Carrie Hayward declared a conflict of interest and abstained from voting.

Motion: Attached to the minutes as appendix item 1.

Moved by: Marg Carter

Seconded by: Michael Bunn

Carried

The Board was further informed that in order to process the extension of the hospital's line of credit, the bank requires a board motion authorizing the extension.

Motion: Be it resolved that the Board of Directors approves Campbellford Memorial Hospital's application to extend the Line of Credit by an additional \$300,000 to \$1.5 million.

Moved by: Glen Wood

Seconded by: Michael Bunn

Carried

5.2 Board Peer Assessment Questionnaire

Carrie Hayward reminded directors to complete the peer assessment questionnaire when they have a moment and return to EA Peter Mitchell once done.

6. REPORTS

6.1 Chair Report

Chair Carrie Hayward briefed the board on her attendance at the Trent Hills Family Health Team funding announcement in February. She highlighted that the newly secured funding will enable the THFHT to recruit an additional Nurse Practitioner and re-roster 800 patients who were previously de-rostered due to physician retirements.

6.2 President/CEO Report

CEO Hohenkerk provided the Board several updates on initiatives he has been working on throughout February. He highlighted that the hospital is in the early stages of developing a research partnership with Loyalist College. The ultimate objective is to enhance healthcare delivery and outcomes for our patients through innovative research initiatives.

The board was further informed that CEO Hohenkerk took MPP Piccini on a tour of the hospital when he was in Campbellford for the Trent Hills Family Health Team announcement where he highlighted the challenges faced in delivering optimal care due to the age of the hospital.

CEO Hohenkerk further highlighted that recent testing at the proposed Campus of Care site has come back positive, showing no initial impediments to development. He also mentioned upcoming meetings with Ministry and OHA officials to discuss hospital redevelopment plans.

Regarding strategic goals, CEO Hohenkerk reported that the hospital is on track to achieve four out of seven yearly goals. Notably, he highlighted success in retention and recruitment, with the organization experiencing low vacancy rates and significantly reduced turnover rates compared to previous years.

VP Heather Campbell also provided insights into provincial strategies being developed to address ALC (Alternate Level of Care) numbers in hospitals across Ontario.

6.3 Chief of Staff Report

Dr. Louvish presented his report to the board, highlighting the upcoming opening of a new outpatient dermatology clinic in March. He further informed the board about the successful onboarding of several new ED Locum physicians in February, with some already taking additional shifts, while efforts to recruit full-time physicians continue.

Regarding palliative care, Dr. Louvish addressed the changes being implemented following the departure of the palliative care physician, reassuring the board that there are no concerns about patient care. In response to queries about potential collaborations with local hospices to address the lack of palliative care physicians, Dr. Louvish explained that while relationships with local hospices are strong, the situation is not straightforward. Nevertheless, the hospital maintains positive relationships with local hospice providers.

7. CORRESPONDENCE

There was no correspondence submitted to the board this month.

8. NEXT MEETING DATE – March 26th, 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: Michael Bunn

Seconded by: Sandra Conley

Carried