



**Campbellford Memorial Hospital**  
**Board of Directors Meeting**  
 Tuesday, January 25<sup>th</sup>, 2022 @ 4:00 PM

**PRESENT:** Kevin Huestis (Chair), Nancy French, Karen MacGinnis, Sandra Chapman, Jennifer Glover, Eric Hanna, Sandra Conley, Michael Bunn, Alysia English, Carrie Hayward, Trish Wood, Paul Nichols, Liz Mathewson, Dr. Bruce Bain, Douglas Hunt, Robbie Beatty, Dr. Kelly Parks

**REGRETS:** Bruce Thompson, Meghan McCarrell, Patricia McCallister

**GUESTS:** Peter Mitchell (Recorder), Karen Guy, Mark O’Dell, Rachelle Williams, David Zelt (Ontario Health)

AGENDA ITEMS & DISCUSSION	DECISION POINTS
1. <b>CALL TO ORDER</b>	Kevin Huestis called the meeting to order at 4:05 PM and a letter from former EA Lynda Tinny was read to the board.
1.1 Confirmation of Quorum	A Quorum was confirmed.
1.2 Approval of Agenda	Karen MacGinnis Moved that the Agenda be Approved as Circulated.  Seconded by Nancy French.  Carried.
1.3 Declaration of Conflicts of Interest	No conflicts were declared
2. Education Session – Ontario Health Priorities  Guest speaker Dr. David Zelt VP Clinical – Ontario Health East Region, presented a report that was circulated and highlighted: <ul style="list-style-type: none"> <li>• The priorities for Ontario Health East.</li> </ul>	

<ul style="list-style-type: none"> <li>• Ontario Health East’s response to COVID-19’s previous waves and how the Omicron wave differs.</li> <li>• The current challenges Omicron is creating in regards to hospital capacity and human health resources.</li> <li>• The unseen benefits in the sense that the lessons learned will provide better and more robust care in the future.</li> </ul> <p>The board asked several questions related to how to share staff and how Ontario East plans to address systemic staffing shortages. A brief discussion followed regarding the overall challenges of Health Human Resources in Ontario.</p>	
<p><b>3. CONSENT AGENDA</b></p>	<p>Trish Wood Motioned to Approve the items in the Consent Agenda.</p> <p>Seconded by Sandra Chapman.</p> <p>Carried</p>
<p>3.1 Board of Directors meeting minutes of Nov 30/2021</p>	
<p>3.2 Redevelopment Committee meeting minutes of January 6/2022</p>	
<p>3.3 Governance Committee meeting minutes of Jan 11/2022</p>	
<p>3.4 Strategic Planning Committee meeting minutes of Jan 13/2022</p>	
<p>3.5 Land Acquisition Committee minutes of January 13/2022 Meeting</p>	
<p>3.6 Finance/Audit Committee meeting minutes of Jan 18/2022 3.6.1 CAPS Budget 2022/2023</p>	
<p>3.7 CMH Foundation Report – Deferred to Next Meeting</p>	
<p>3.8 Auxiliary to CMH Report</p>	
<p><b>4. BUSINESS ARISING/COMMITTEE MATTERS</b></p>	
<p>4.1 Strategic Planning Committee</p>	

<p>4.1.1 Setting Strategic Priorities Engagement Plan</p> <p>Eric Hanna provided an update to the board regarding the strategic priority engagement plan that had been circulated prior to the meeting. Eric explained to the board that this is not a full strategic plan; but rather is an exercise in priority and goal setting. Eric noted he has already spoken to several managers that have agreed to help with the planning and rollout.</p>	<p>Motion to approve moving forward with the strategic priority engagement plan as outlined by Eric Hanna.</p> <p>Moved by Robbie Beatty.</p> <p>Seconded by Doug Hunt.</p> <p>Carried.</p>
<p>4.2 Risk Management Plan – Deferred</p>	
<p>4.3 Governance Committee</p> <p>Karen MacGinnis noted that the board meeting and board chair evaluation forms provided important feedback for board governance and self-evaluation and as a result, it is important to ensure both forms are completed and returned to the Executive Assistant promptly.</p>	
<p>4.3.1 Board Meeting Evaluation Form</p>	
<p>4.3.2 Board Chair Evaluation Form</p>	
<p><b>5. NEW BUSINESS</b></p>	
<p>5.1 OHA Education</p> <p>Jennifer Glover spoke about the OHA education session that she attended about being an effective member of a hospital board. She noted the main role of a board member, according to the OHA session, is to advance the business of the hospital, be kept informed, but not to interfere with the day-to-day operation of the hospital.</p> <p>Jennifer Glover also explained that OHA education sessions provide a good opportunity to network, particularly when the sessions are able to return to an in person format and encouraged other board members to attend these sessions.</p>	
<p>5.2 Board Portal Update</p>	

<p>Peter Mitchell provided an update on the board portal and the new website development.</p>	
<p>5.3 COVID-19 Update</p> <p>Alysia English provided a verbal update on how COVID-19 continues to impact operations at CMH as well as an update on human health resource partnerships that the hospital is attempting to develop. Specifically highlighted working with Northumberland Paramedics to assist by offering an advanced care paramedic in the event of additional staffing shortages in the ED.</p> <p>Alysia English also highlighted that she has spoken to local media related to the unique challenges a smaller hospital like Campbellford faces in the context of COVID and health human resources shortages.</p>	
<p><b>6. REPORTS</b></p>	
<p>6.1 Chief of Staff</p> <p>Dr. Bruce Bain presented his report as circulated prior to the meeting. Dr. Bain highlighted that physician staffing is stable right now and is hopeful a new ER doctor will have his Ontario license within a week or 2. The hospital already has training with EPIC set up for them and Dr. Bain is hopeful that we have him on the schedule in February.</p> <p>Dr. Bain also noted that hospital capacity is currently in surge and that this is putting a significant, although currently still manageable, pressure on staff and hospital resources.</p> <p>Dr. Bain also highlighted that Epic was going well and that CMH still leads the region with the EPIC rollout.</p> <p>Dr. Bain informed the board that there was a looming physician shortage in Trent Hills and that it will affect the hospital in terms of volumes at the ED and discharge planning.</p> <p>The board discussed the larger impacts these shortages will have on the community.</p>	
<p>6.2 Interim President and Chief Executive Officer</p>	

<p>Eric Hanna presented his report as circulated prior to the meeting. Eric highlighted the format in which he presented his report and that at future meetings he would again pre circulate his report and rather than summarize it, would ask if anyone had any questions.</p>	
<p><b>7. FUTURE AGENDA ITEMS</b> Risk Management Plan</p>	
<p><b>8. Next Meeting Date – Tuesday, February 22<sup>nd</sup>, 2022 at 4 pm</b></p>	
<p><b>9. MOTION TO ADJOURN THE OPEN MEETING &amp; MOVE INTO THE IN-CAMERA MEETING</b></p>	<p>Kevin Huestis asked for a motion to adjourn the open meeting at 6:10PM and move into the in-camera session.</p> <p>Motion Moved by Karen MacGinnis</p> <p>Seconded by Doug Hunt</p> <p>Carried</p>