



BOARD OF DIRECTORS MEETING

Tuesday, October 26, 2021

Location: Acorn Room, Resource Centre – In Person, Virtual and Phone

PRESENT

In Person: Kevin Huestis (Chair), Liz Mathewson, Karen MacGinnis, Bruce Thompson, Michael Bunn, Robbie Beatty, Doug Hunt, Nancy French, Trish Wood, Carrie Hayward, Sandra Chapman, Sandra Conley, Dr. Kelly Parks,

Virtual: Dr. Bruce Bain, Jenn Glover, Paul Nichols, Cathy Vosper, Megan McCarrell, Patricia McAllister

REGRETS:

STAFF PRESENT: Peter Mitchell (EA to President/CEO and Board of Directors and recorder), Lynda Tinney (Interim EA to President/CEO and Board of Directors), Anthony DiCaita (CFO/staff),

GUESTS: Erin Keogh and Bruce Pye

| AGENDA ITEMS & DISCUSSION | DECISION POINTS |
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| EDUCATION: EPIC Update (Session Only) | For information purposes. |
| 1 CALL TO ORDER | Kevin Huestis called the meeting to order at 4:08 pm. |
| 1.1 Confirmation of Quorum | A quorum was confirmed. |
| 1.2 Approval of Agenda | Robbie Beatty Moved to approve the agenda and it was Seconded by Karen MacGinnis, Carried. |
| 1.3 Declaration of Conflicts of Interest | No Conflicts were declared. |
| 2. Consent Agenda | Bruce Thompson Moved to Approve the items in the Consent Agenda, Trish Baird Seconded, Carried. |
| 2.1 Board of Directors minutes of Oct 7/21 | |
| 2.2 Quality Committee meeting minutes of Oct 5/21 | |

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| 2.2.1 HSAA Indicators 2.2.2 Critical Incidents | |
| 2.3 Strategic Planning Committee meeting minutes of Oct 7/21 | |
| 2.4 Governance Committee meeting minutes of Oct 12/21 | |
| 2.5 Finance/Audit Committee meeting of Oct 12/21 2.5.1 Balance Scorecard 2.5.2 EPIC Cost Review 2.5.3 Education Survey Results | |
| 2.6 CMH Foundation Report | |
| 2.7 Auxiliary to CMH Report | |
| 3. BOARD BUSINESS/COMMITTEE MATTERS | |
| 3.1 Quality Committee 3.1.1 Terms of Reference – 4-060 Nancy French highlighted the changes agreed to by the Quality committee to their Terms of Reference 4-060. | Bruce Thompson Moved that the Quality Committee Terms of Reference 4-060 be approved as amended and recommended by the quality committee. Karen MacGinnis Seconded. Carried. |
| 3.2 Governance Committee 3.2.1 Terms of Reference – 3-040 3.2.2 Code of Conduct | 3.2.1 Nancy French Moved that the Governance Committee Terms of Reference 3-040 be approved as amended and recommended by the Governance Committee. Seconded by Bruce Thompson, Carried. 3.2.2 Sandra Conley Moved that the revisions to the Governance Committee Code of Conduct as revised by the Governance Committee be approved. Seconded by Doug Hunt, Carried. |
| 3.3 Finance/Audit Committee 3.2.1 Terms of Reference – 3-040 – Discussion Deferred 3.3.2 Q1/Q2 Operating Statements to September 30 th , 2021. Anthony DiCaita detailed his report speaking to the deficit projections and noted that the hospital is owed several pots of money from the Foundation based on previous | Robbie Beatty Moved that the operating statements up to September 30 th , 2021 be Approved. Seconded by Karen MacGinnis, Carried. Alysia English is looking into if adjustments can be made in med/surg to help get the deficit down. |

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| <p>commitments they have made and as such the deficit may not end up being as large as the projections suggest if that money is delivered.</p> <p>Anthony DiCaita also spoke about funding received from the MOH through the small rural hospital transformation fund that is largely designed to offset the costs of the transition to EPIC. He detailed how funding comes in monthly installments, but the costs associated with the transition are largely upfront and as a result this is impacting current deficit numbers.</p> <p>Anthony DiCaita made note that med/surg is the largest deficit department in the hospital and it needs to be addressed so that it can become more in line with its budget. Alysia English spoke to this point but acknowledged that challenges remain as staffing cannot be reduced in order to run the department effectively. Alysia English also noted that some of the issue may be that the budget is too low, and the actual operating expenses are higher than budgeted for.</p> | |
| <p>3.4 Professional Staff Credentialing</p> <p>3 applications for accreditation.</p> <p>New: Dr. Arkadij Grigorian</p> <p>Re-Applications: Dr. Steve Lin and Dr. Peyvand Ashtarani</p> <p>Dr. Bain noted that all appropriate vetting had been done, the Medical Advisory Committee has done it's due-diligence, and recommended they all be approved.</p> | <p>Liz Matheson Moved to Approve the staff credentialing recommendations made by Dr. Bruce Bain, Carry Hayward Seconded, Carried,</p> |
| <p>4 REPORTS</p> | |
| <p>4.1 Chief Nursing Officer and Patient Story</p> <p>The Hospital received a postponement for accreditation to December 2022 and a roadmap is being development to ensure everything required is taken care of.</p> <p>The Hospital has been highlighting to staff the importance of Influenza vaccines as the Health Unit expects a more robust flu season this year. Last year the hospital did not</p> | <p>Alysia English will continue to work with staff to determine how to get the costs in med/surg more in line with the operating budget.</p> |

reach the 85% threshold and this year the hope is to have it closer to Covid vaccine coverage which is over 90%.

The Hospital is currently experiencing a VRE outbreak. Nine confirmed cases so far. Next testing is on Thursday. If there are no additional cases testing will again happen next Thursday, and if there are no new cases at that point the outbreak will be called off. If more cases continue to develop additional screening procedures may be put in place, including screening of staff.

Alysia spoke to the ongoing challenges around staff morale, in particular burnout related to COVID and EPIC training. Some of the management team have relocated their offices to the services level. Staff seem to appreciate having management offices in those areas as it allows for greater contact between management and staff.

Management is continuing active involvement in EPIC training with staff. Asking specifically how they're doing, and what their concerns may be. There is a lot of stress right now regarding EPIC training and the staff hours required to complete it. It has been a challenge balancing the hours needed for training and ensuring other shifts are adequately covered and that no one is burning out

The ED shortage contingency plan is being actively reviewed as there might be some occurrences in the near future where the ED may shut down for a shift.

The Hospital continues to have an expectation that all staff should be vaccinated against COVID-19. Non vaccinated staff currently must do 2 antigen tests every week. It is being actively discussed whether to make Covid vaccinations mandatory for staff, and potentially visitors as well. The Board asked what other hospitals are doing and Alysia English responded that many have taken much harder approaches in making Covid vaccination mandatory for staff and visitors but again emphasized we're not at that point yet.

Patient Story:

Alysia shared a patient story about a woman who came in to the ED and gave birth to twins.

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| <p>4.2 Chief of Staff</p> <p>Dr. Bruce Bain presented his Chief of Staff report that was circulated in advance.</p> <p>He spoke to the potential for ED shortages and that plans are being put in place to ensure EMS will not bring patients here in the event of a temporary closure. Remains hopeful that closures will not be needed as there is a physician that is moving to the area and seems interested in working shifts in the ED.</p> | <p>Dr. Bruce Bain will provide regular updates to the board about potential ED shortages and physician recruitment, in particular the physician who seems interested.</p> |
| <p>4.3 Acting President and CEO</p> <p>Dr. Bruce Bain presented his acting President and CEO report that was circulated in advance.</p> | |
| <p>5 OTHER BUSINESS</p> | |
| <p>5.1 Next Meeting – Thursday, November 30, 2021 at 4PM</p> | |
| <p>6 MOTION TO ADJOURN THE OPEN MEETING AND MOVE INTO THE IN CAMERA MEETING</p> | <p>Bruce Thompson Moved to adjourn the meeting at 5:33 pm and move into the in camera session, Seconded by Doug Hunt, Carried.</p> |
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Kevin Huestis (Chair)

Dr. Bruce Bain (Interim President and CEO & Secretary to the Board)