



BOARD OF DIRECTORS MEETING

Tuesday, November 30, 2021

Location: Campbellford Masonic Hall – In Person, Virtual and Phone

PRESENT

In Person: Kevin Huestis (Chair), Liz Mathewson, Karen MacGinnis, Michael Bunn, Robbie Beatty, Doug Hunt, Nancy French, Trish Wood, Sandra Chapman, Sandra Conley,

Virtual: Nancy French, Megan McCarrell, Patricia McCalister, Dr. Bruce Bain, Alysia English, Dr. Kelly Parks, Carrie Hayward, Paul Nichols

REGRETS: Bruce Thompson.

STAFF PRESENT: Peter Mitchell (EA to President/CEO and Board of Directors and recorder), Mark O’Dell (CFO), Rachele Williams (Finance Manager)

AGENDA ITEMS & DISCUSSION	DECISION POINTS
1 CALL TO ORDER	Kevin Huestis called the meeting to order at 4:09 PM.
1.1 Confirmation of Quorum	A Quorum was confirmed.
1.2 Approval of Agenda	Robbie Beatty Moved to Approve the Agenda as circulated, Seconded by Trish Wood, Carried.
1.3 Declaration of Conflicts of Interest	No conflicts were declared.
2. Consent Agenda	Michael Bunn Moved to Approve the items listed in the Consent Agenda as circulated, Seconded by Liz Mathewson,

	Carried.
2.1 Board of Directors minutes of Oct 26/21	
2.2 Governance Committee meeting minutes of Nov 9/21 2.2.1 PFAC Terms of Reference	
2.3 Quality Committee meeting minutes of Nov 16/21 2.3.1 Human Resources Report 2.3.2 Q2 HSSA Quality Indicators 2.3.3 Q2 Critical Incidents Report	
2.4 Finance/Audit Committee meeting Nov 23/21 2.4.1 HSSA Financial Indicators Report – Q1 and Q2 2.4.2 BPSSA Compliance Reports 2.4.3 HIRF (Health Infrastructure Renewal Fund) update 2.4.4 Update on Forecast deficit for 2021/22	
2.5 CMH Foundation Report	
2.6 Auxiliary to CMH Report	
3. BOARD BUSINESS/COMMITTEE MATTERS	
3.1 Governance Committee 3.1.1 PFAC Policy – 4-080 Karen MacGinnis summarized the policy as circulated and referenced it reflects the already approved Terms of Reference. It was noted that the PFAC is just getting started they have already had 9 applicants and interviews will be taking place later this week and into next.	Liz Mathewson moved that the PFAC Policy – 4-080 be Approved as recommended by the Governance Committee, Seconded by Robbie Beatty, Carried.
3.2 Finance/Audit Committee 3.2.1 Terms of Reference – 3-040 Michael summarized the Terms of Reference as circulated. He highlighted that under membership the treasurer position was removed, and it is now specified that the chair of	Karen MacGinnis moved that the Finance Committee Terms of Reference – 3040 be Approved as recommended by the Finance/Audit Committee,

<p>the finance/audit committee must be an elected member. A provision was also added that up to 3 committee members could be on the committee. The document was also reformatted slightly for clarity.</p>	<p>Seconded by Sandra Conley, Carried.</p>
<p>3.3 Director Vacancy</p> <p>Kevin Huestis informed the board that Sandra Chapman has agreed to accept an appointment as a director of the board pending board approval. He noted that this means a community member spot will now be open on the board and a further discussion at a later meeting to determine how to fill that spot should occur.</p> <p>Karen MacGinnis noted that there are in fact multiple community member spots available that could be filled if the board so chose.</p>	<p>Michael Bunn Moved to Appoint Sandra Chapman to the open board position for the remainder of that positions current term which runs through to June 2022,</p> <p>Seconded by Trish Wood,</p> <p>There were no objections, Carried.</p>
<p>3.4 Enterprise Risk Management Plan – Deferred</p>	<p>Due to EPIC staff will present the plan at January meeting.</p>
<p>4 REPORTS</p>	
<p>4.1 Chief Nursing Officer and Patient Story</p> <p>CNO Alysia English and COS Dr. Bruce Bain gave a joint mixed written/verbal report noted under section 4.2 – Chief of Staff report.</p>	
<p>4.2 Chief of Staff</p> <p>Dr. Bruce Bain presented his COS report as circulated. He noted the COVID-19 outbreak on the Medical/Surgical ward is still ongoing and the hospital is still not completely sure where it came from. As a result, the hospital was initially unable to admit any patients which was further complicated because neighbouring hospitals are in surge. PRHC, where most of our patient transfers typically go to, have their largest patient surge in years. Medical Officer of Health Dr. Natalie Bocking has now allowed Surgical day area to open up to 4 beds for admitting, which has been allowed as the Endoscopy Suite remains closed.</p> <p>Dr. Bruce Bain further noted that the hospital has not been able to admit patients who need cardiac monitoring, however, if all patient and staff tests come back negative today</p>	

the hospital can open 4 monitored beds and may be out of the outbreak by the end of the week.

Alysia English explained that this will be the third testing of patients and staff on the medical/surgical ward and that staff who are not fully vaccinated are required to remain at home on unpaid leave, which is the same as the influenza outbreak policy.

There was a discussion regarding the severity of the COVID-19 outbreak and the vaccine policy. It was noted that 93% of hospital staff are fully vaccinated and the amount of staff currently on unpaid leave as a result of not being fully vaccinated is less than 5.

Dr. Bruce Bain discussed that the existing COVID-19 vaccination policy was vaccinate or test, if you were not vaccinated you had to be tested twice a week. Neighbouring hospitals have already moved to a vaccinate or terminate policy and it was decided a few weeks ago to follow suit with a deadline of December 31st.

There was also a brief discussion around the ongoing challenges of physician coverage in the ED and the difficulties with cross jurisdiction credentialing. Specially the time it takes having a physician who is fully certified in another Province to become certified in Ontario.

The Board discussed their appreciation for the staff and leadership team in managing the COVID-19 outbreak and the implementation of the new clinical information system.

4.3 Interim President and CEO

Eric Hanna delivered a verbal report and acknowledged it was only his forth day at the hospital but was very happy in his new role so far. He has spent much of his time so far speaking with managers and getting to know the hospital and the staff. He noted that many of the challenges he sees CMH currently facing are similar to what he managed at Arnprior Regional Health and feels that will give staff confidence in his abilities to manage the challenges faced by CMH.

He further explained he has spent a lot of time so far going through documents related to the challenges the hospital faces around finances and redevelopment and that he has

<p>many introductory meetings set up in the neat future, including with officials such as MPP David Picinni and Mayor Bob Crate.</p> <p>Highlighted that although there are challenges to be overcome at CMH, everyone in senior management he has spoken to is willing to put in the work to resolve them and move CMH forward.</p> <p>He also noted that the board and Kevin Huestis have been a great partner so far and he appreciates the support.</p>	
<p>5 OTHER BUSINESS</p>	
<p>5.1 Next Meeting – Tuesday, January 25th, 2022, at 4PM</p>	
<p>6 MOTION TO ADJOURN THE OPEN MEETING AND MOVE INTO THE IN CAMERA MEETING</p>	<p>Sandy Chapman Moved to Adjourn the Open Meeting and move into the In-Camera session at 4:51 P.M.</p> <p>Seconded by Liz Mathewson.</p> <p>Carried.</p>

Kevin Huestis (Chair)

Eric Hanna (Interim President and CEO & Secretary to the Board)