



Campbellford Memorial Hospital
Board of Directors Meeting
 Tuesday, April 25th, 2023 @ 4:00 PM

PRESENT:, Kevin Huestis (Chair), Jeff Hohenkerk, Carrie Hayward, Liz Mathewson, Michael Bunn, Jennifer Glover, Sandra Conley, Glen Wood, Marg Carter, Bruce Thompson, Dr. Dimitri Louvish, Doug Hunt, Nancy French, Paul Nichols, Robbie Beatty, Dr. Kelly Parks, Trish Wood,

REGRETS: Patricia McCallister, Heather Campbell, Claire Robertson

GUESTS: Peter Mitchell (Recorder), Karen Guy (HR Manager), Adam Kolisnyk (VP Corporate Services/CFO), Josh Landry (Regional Ethicist)

AGENDA ITEMS & DISCUSSION	DECISION POINTS
1. CALL TO ORDER	Kevin Huestis called the meeting to order at 4:01 PM.
1.1 Confirmation of Quorum	A quorum was confirmed.
1.2 Approval of Agenda	Marg Carter Moved that the Agenda be Approved as Circulated. Seconded by Glen Wood. Carried.
1.3 Declaration of Conflicts of Interest	No Conflicts were declared.
2. EDUCATION SESSION	
2.1 CMH 2022/23 Ethics Annual Report Josh Landry presented the 2022/23 Ethics Annual Report. He highlighted: <ul style="list-style-type: none"> • Components of the Ethics Program 	

<ul style="list-style-type: none"> • Trend data of program activities for the period of 1st April, 2022 – 31st March, 2023 • Future directions and considerations <p>He also noted that in 22/23 the amount of ethics questions he received from staff nearly tripled which he attributed to a reengagement of the ethics committee as well as the easing of pandemic pressures allowing staff more time to reach out.</p>	
<p>3. CONSENT AGENDA</p> <p><i>(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.)</i></p> <p>Michael asked that item 3.5, the CEO Performance and Evaluation Policy (Policy 2-010) be removed from the Consent Agenda and deferred to the May meeting.</p>	<p>Liz Mathewson Moved that the Consent Agenda be Approved as Amended.</p> <p>Seconded by Bruce Thompson.</p> <p>Carried.</p>
<p>3.1 Summary of Motions in Consent Agenda</p>	
<p>3.2 Board Meeting Minutes of March 28th Meeting</p>	
<p>3.3 Draft Governance Committee Meeting Minutes of April 4th Meeting</p>	
<p>3.4 Communications and Engagement Plan 2023/2024</p>	
<p>3.5 CEO Performance Evaluation (Policy 2-010) – Deferred to May meeting.</p>	
<p>3.6 Foundation Report</p>	
<p>3.7 Auxiliary Report</p> <p>Robbie Beatty noted that the Auxiliary fashion show went very well.</p>	
<p>4. BUSINESS ARISING/COMMITTEE MATTERS</p>	

<p>4.1 H-SAA (Hospital Service Accountability Agreement) / Balanced Budget Waiver</p> <p>Adam Kolisnyk informed the board that 22 of 34 hospitals in the East region have been asked to sign a balanced budget waiver.</p> <p>Glen Wood asked how the hospital will be able to absorb the deficit and Adam noted that agency costs alone make up over \$100,000 every other week and once that is under control he is confident the hospital will be able to meet the requirements of the balanced budget waiver.</p> <p>Adam also noted that the timelines for when to meet the deadlines of the improvement plan are still to be determined.</p>	<p>Motion:</p> <p><i>The Board of Directors approves the H-SAA (Hospital Service Accountability Agreement) and directs management to complete the Balanced Budget Waiver with the conditions stipulated by Ontario Health.</i></p> <p>Moved by Glen Wood.</p> <p>Seconded by Sandra Conley.</p> <p>Carried.</p>
<p>5. NEW BUSINESS</p>	
<p>5.1 Board Chair Evaluation Form</p> <p>Kevin Huestis asked that directors fill in the evaluation form as soon as they are able. He also asked that any director who has not completed the OHA Board Self-Governance tool or the Peer Assessment should do so as soon as possible.</p>	
<p>6. DINNER BREAK</p>	
<p>7. REPORTS</p>	
<p>7.1 President and Chief Executive Officer Report</p> <p>Jeff Hohenkerk presented his President and CEO report that had been circulated prior to the meeting. He highlighted that the corporate goal related to the AVS percentage was not met, however we will be using a new Lexicon server in the future that will allow us to better communicate with patients following discharge. He also provided a brief update on the end status of the other completed corporate goals for 22/23.</p>	

<p>He highlighted one mistake in his written report. Performance appraisal completion data was written as updated as of January 31st 2023, however the data is actually up to date as of March 31st 2023.</p> <p>Adam Kolisnyk also provided an update on current HIRF applications as well as an update on the HVAC project and Generator replacement.</p> <p>Jeff also provided the board a brief update on the Rotman Health Care Leadership courses he is attending.</p> <p>There was a discussion regarding the nighttime closure of the Campbellford bridge and Dr. Kelly Parks noted that some on call physicians live on the other side of the bridge and will need access to get over the bridge if something happens overnight. Peter Mitchell will reach out to the county to see what contingencies are in place.</p>	
<p>8. CORRESPONDENCE</p>	
<p>9. FUTURE AGENDA ITEMS</p>	
<p>10. NEXT MEETING DATE – May 30th, 2023</p>	
<p>11. MOTION TO ADJOURN THE OPEN MEETING & MOVE INTO THE IN-CAMERA MEETING</p>	<p>Glen Wood Moved to Adjourn the Open Meeting.</p> <p>Seconded by Carrie Hayward.</p> <p>Carried.</p>