



Campbellford Memorial Hospital
Board of Directors Meeting
 Tuesday, March 28th, 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, Nicole Wood, Doug Hunt, Nancy French, Paul Nichols, Robbie Beatty, Dr. Kelly Parks,

REGRETS: Trish Wood, Patricia McCallister,

GUESTS: Peter Mitchell (Recorder), Karen Guy (HR Manager), Adam Kolisnyk (VP Corporate Services/CFO), Susan Walsh (Northumberland Paramedics), Eric Hanna, Kim Wilkinson (Northumberland Paramedics)

AGENDA ITEMS & DISCUSSION	DECISION POINTS
1. CALL TO ORDER	Kevin Huestis called the meeting to Order at 4:02 PM.
1.1 Confirmation of Quorum	A Quorum was confirmed.
1.2 Approval of Agenda	Glen Wood Moved that the Agenda be Approved as Circulated. Seconded by Liz Mathewson Carried.
1.3 Declaration of Conflicts of Interest	No conflicts were declared.
2. EDUCATION SESSION	
2.1 Community Paramedics Program Susan Brown, Chief of Northumberland Paramedics, and Kim Wilkinson, Community Paramedics Program, presented an education session to the Board on the Community Paramedics Program and how it impacts Campbellford Memorial Hospital.	

<p>They informed the board that the goal of the program is to improve a patient’s confidence to stay at home and use 911 less frequently so there is fewer unnecessary visits to the ED. They noted the program is scalable with room for expansion to better suit their clients as needs change and grow.</p> <p>They explained there are 2 paramedics currently stationed at CMH that are part of the program and that funding has been extended to 2025. There have been 30 referrals from the Campbellford Areas so far in 2023 through either the hospital, primary care or the GAIN clinic.</p> <p>They further explained how remote monitoring is working and noted that if something is out of the ordinary the program gets an automated alert and a paramedic reviews the findings and does a visit if deemed necessary. They noted there were several small pockets in the county where cellular service is not sufficient for remote monitoring, but they do have some other options if the person has home internet.</p> <p>Sandra Conley asked whether there were fees for the services they provide and Susan Brown noted there were not at the moment.</p> <p>Michael Bunn noted that the program has a lot of clients and wondered if the program had the capacity/funding to manage it all. Susan noted they are stable at the moment and may even me looking to increase their intakes in the near future.</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>Bruce Thompson Moved that the items in the Consent Agenda be Approved as Circulated.</p> <p>Seconded by Liz Mathewson</p> <p>Carried.</p>
<p>3.1 Summary of Motions in Consent Agenda</p>	
<p>3.2 Open Board Meeting Minutes of February 28th, 2023 Meeting</p>	

3.3 Resource/Audit Committee Meeting Minutes of March 21 st , 2023 Meeting	
3.4 CT Scan Replacement – Borrowing Resolution	
3.5 Foundation Report	
3.6 Auxiliary Report	
4. BUSINESS ARISING/COMMITTEE MATTERS	
<p>4.1 Operating Budget 2023/2024</p> <p>Adam Kolisnyk discussed the operating budget that was recommended for approval by the Resources/Audit Committee and informed the directors that the main driver for the projected deficit were labour costs, specifically agency nurses. He noted there was \$1.5 million budgeted for agency staffing and that he is not budgeting for any one-time money.</p> <p>Some directors expressed concerns about approving a deficit budget and Adam noted that there is a balanced budget waiver with a process in which the deficit will be monitored and an action plan developed to help reduce the deficit over time.</p>	<p>Motion:</p> <p><i>The Board of Directors approves the Operating Budget as recommended by the Resources/Audit Committee contingent on Senior Management completing a balanced budget waiver.</i></p> <p>Moved by Carrie Hayward.</p> <p>Seconded by Bruce Thompson.</p> <p>Carried.</p>
<p>4.2 Accreditation Appeal Results and Next Steps</p> <p>Nicole Wood provided the Board an update on next steps and noted that of the 13 appealed items, 5 were overturned, leaving 28 processes unmade.</p> <p>She noted that 8 will be addressed through a new partnership with TGLN related to organ donation leaving 20 left that need to be monitored and addressed to ensure we meet them next time.</p>	<p>Kevin Huestis and the board acknowledged the service of Nicole Wood and thanked her for her leadership during her time at CMH.</p>

<p>She noted that 2 items need to be complete by June to maintain accreditation standards, one is related to DI and the DI manager has an action plan already underway, and the second relates to the Endo program, and an action plan is underway there as well.</p> <p>Nicole informed the board she anticipates both will be completed by June.</p>	
<p>5. NEW BUSINESS</p>	
<p>5.1 Board Peer Assessment</p> <p>Staff reminded the board that the questionnaire should be completed and returned to the EA. There was a discussion regarding whether board members should only assess those on the committee they serve or every board member in general. The board ultimately agreed to complete the form for every board member.</p>	
<p>5.1.1 Policy</p>	
<p>5.1.2 Questionnaire</p>	
<p>5.2 OHA Board Self Evaluation Tool</p> <p>The board was reminded to complete the survey when they have a moment.</p>	
<p>5.3 February Retreat Follow Up</p> <p>Sandra Conley provided an update on the follow up from the Board Retreat in February. She noted that most board members expressed satisfaction with how the retreat went and that it will be valuable information when the strategic planning process begins.</p> <p>There was also a discussion regarding potential board involvement in the community and hospital events, including the upcoming employee appreciation week, and what the best method is to inform board members of events they can attend.</p>	<p>It was determined that a list of upcoming events would be included in board packages going forward as an information item.</p>
<p>5.4 M-SAA (Multi-Sector Service Accountability Agreement)</p>	<p>Moved by Marg Carter.</p>

<p>Glen Wood asked why the Lodge was included in the M-SAA and it was noted that the supportive care that the Hospital provides occurs at the Lodge.</p>	<p>Seconded by Robbie Beatty.</p> <p>Carried.</p>
<p>6. DINNER BREAK</p>	
<p>7. REPORTS</p>	
<p>7.1 President and Chief Executive Officer(s) Report</p> <p>Eric Hanna and Jeff Hohenkerk provided their CEO update that was circulated prior to the meeting. Eric and Jeff provided an update on how the transition is going so far.</p>	
<p>8. CORRESPONDENCE</p>	
<p>8.1 Medical Affairs Memo</p>	<p>The Board acknowledged receipt of the medical affairs memo.</p>
<p>9. FUTURE AGENDA ITEMS</p> <p>H-SAA (Hospital Service Accountability Agreement)</p>	
<p>10. NEXT MEETING DATE – April 25th, 2023</p>	
<p>11. MOTION TO ADJOURN THE OPEN MEETING & MOVE INTO THE IN-CAMERA MEETING</p>	<p>Marg Carter Moved to Adjourn the Open Meeting and move into the In-camera session.</p> <p>Seconded by Sandra Conley.</p> <p>Carried.</p>