



ANNUAL GENERAL MEETING – OPEN MEETING

Wednesday June 17, 2020

Location: via MS Teams

PRESENT; Paul Nichols-Board Chair, Craig Hitchman, Heather Zak, Robbie Beatty, Trish Wood, Bruce Thompson, Cathy Vosper, Karen MacGinnis, Kevin Huestis, Michael Bunn, Dr. Bruce Bain, Valerie Przybilla, Patricia McAllister, Sandra Chapman,

REGRETS; Joe Csafordi

STAFF PRESENT; Mark O’Dell-CFO, Beth Piper-Clinical/Nursing Manager, Rachele Williams-Finance Manager,

GUESTS; Ashley Tinney-fischer, Calvin Newman, Catherine Holt, Don Pearson, John Russell, Brooklyn Allen, Paul Cudmore, Cindy McMurray, Katie Mahon-KPMG, Mark Higgins, Martha Hunt

RECORDER; Michelle Wellman EA to the CEO/Recorder

AGENDA ITEMS and DISCUSSION	DECISION POINTS
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1. WELCOME / CALL TO ORDER <u>OPEN MEETING SESSION</u>	Paul Nichols called the meeting to order at 4:43 p.m.
1.1 Quorum	A quorum was confirmed.
1.2 Approval of Agenda	MOVED by Craig Hitchman; SECONDED by Karen MacGinnis; and CARRIED that the agenda be approved.
1.3 Declaration of Conflicts	None Declared
2. Adoption of Minutes from; <i>June 20, 2019</i>	MOVED by Valerie Przybilla; SECONDED by Bruce Thompson; and CARRIED that the minutes of <i>June 20, 2019</i> be approved.

<p>3. Chairs Report</p> <p>P. Nichols indicated that the joint Chair/CEO report has been circulated. In addition to the report, he thanked the Board members for their efforts and support of CMH. He also acknowledged the support of the Foundation, the Auxiliary, volunteers and all hospital staff during a very challenging year.</p>	<p>MOVED by Craig Hitchman; SECONDED by Karen MacGinnis; and CARRIED to accept the Chair’s Report as presented.</p>
<p>4. President & CEO Report</p> <p>V. Eskedjian presented the President & CEO Report / AGM remarks to the Directors and included the following in his presentation;</p> <ul style="list-style-type: none"> ➤ Recruitment of Leaders and Physicians ➤ Employee & Physician Experience Survey ➤ Offered a wide range of learning and training opportunities for staff ➤ Established a Patient & Family Advisory Council ➤ Implementation of ALC – Best practices ➤ Surgical Program transformation ➤ MAiD ➤ CMH is a member of the OHT-N ➤ Communication ➤ Balanced annual budget for 2019-20 ➤ 5-year Operational & Capital Plan ➤ Infrastructure grants - \$1Million ➤ Updated our Redevelopment Project Plan <p>V. Eskedjian expressed thanks to the leadership, management team, staff, physicians and volunteers who have been instrumental in the progress the hospital has made throughout 2019/20.</p> <p>V. Eskedjian expressed thanks to the Hospital & Foundation Boards as well as the Auxiliary for their great support.</p> <p>V. Eskedjian expressed thanks to M. Wellman for her ongoing support throughout the year.</p>	<p>MOVED by Cathy Vosper; SECONDED by Heather Zak; and CARRIED to approve the President & CEO Report as presented.</p>
<p>5. Chief of Staff Report</p>	<p>MOVED by Trish Wood; SECONDED by Craig</p>

<p>Dr. B. Bain, provided the highlights of the Chief of Staff Report and included the following:</p> <ul style="list-style-type: none"> ➤ <i>Physician Staffing;</i> Dr. Bruce Bain advised that currently ED staffing is stable. We continue to reduce the use of HFO services. He advised that there is a number of new prospects for staffing of the Emergency Department. <p>Dr. Bain advised that Dr. Gupta, Chief of Internal Medicine will discontinue her services with CMH as Chief of Internal Medicine / Hospitalist Medicine. He advised that a new ‘pathway-4’ grad, DR. K. Bhimji will be welcomed in August to join the IM group.</p> <ul style="list-style-type: none"> ➤ <i>Staff Performance;</i> Dr. B. Bain advised that the Clinical Staff have performed very well over the past months as they adjust to the protocol associated with the COVID-19 pandemic. <p>Dr. Bruce Bain extended congratulations to M. Petherick, Infection Control, for her exemplary efforts in keeping us prepared for the pandemic issues.</p> <p>Dr. Bruce Bain expressed thanks to the non-clinical staff for their continued efforts, perseverance and support over the past few months.</p> <ul style="list-style-type: none"> ➤ <i>CIS / Epic;</i> Dr. B. Bain advised that the CIS project has started back-up in a ‘lean’ format. He expressed concerns surrounding the workload for the build-up phase and the impact this may have on our staff. 	<p>Hitchman; and CARRIED to approve the Chief of Staff Report as presented.</p>
<p>6. Auxiliary Report</p> <p>R. Beatty provided a review of the Auxiliary Report and included the following;</p> <ul style="list-style-type: none"> ➤ Initial commitment to raise \$35,000.00 for the purchase of an Automated Medication Dispensing Unit for the Emergency Department ➤ The Auxiliary is derived of 84-members ➤ Annual Fundraisers (<i>see list</i>) 	<p>MOVED by Craig Hitchman; SECONDED by Michael Bunn; and CARRIED to approve the Auxiliary Report as presented.</p>

<ul style="list-style-type: none"> ➤ Results of fundraising efforts and Gift Shop sales - \$58,980.00 ➤ The Auxiliary has been active for 76 years – Total contributions \$1,188,980.00 <p>R. Beatty expressed thanks to the staff, community and the Foundation for their continued support for another successful year.</p>	
<p>7. Auditors Report</p> <p>K. Mahon, KPMG, provided a summary of the Audited Financial Statements as at March 31, 2020 that were included in the meeting package</p> <ul style="list-style-type: none"> ➤ The Audit was complete ➤ The independent auditors report – included a ‘clean’ opinion ➤ The audited financial statements accurately represented the state of financials at CMH ➤ Roles and responsibilities related to Management ➤ Auditor Responsibilities ➤ Balanced budget – small surplus, 5-year plan ➤ Increased focus on working capital and financial position / continues to occur ➤ Challenges of Audit – due to COVID-19 <p>K. Mahon expressed her thanks to the Finance Team for their support throughout the audit process.</p> <p>K. Mahon advised that if any further questions that arise, the Finance Team will be available to forward along questions to KPMG.</p>	<p>MOVED by Valerie Przybilla; SECONDED by Heather Zak; and CARRIED to accept the Auditors Report for 2019-20 as presented.</p>
<p>8. Appointment of Auditors - 2020-21</p> <p>P. Nichols requested a motion from the Directors to appoint KPMG as the Auditors for the corporation for 2020-21.</p>	<p>MOVED by Valerie Przybilla; SECONDED by Heather Zak; and CARRIED to appoint KPMG to perform the annual audit for the corporation for 2020-21.</p>
<p>9. Election of Directors – Nominating Committee</p> <p>P. Nichols advised that the existing Directors do not have expired terms to-date and</p>	<p>MOVED by Liz Mathewson; SECONDED by Robbie Beatty; and CARRIED to appoint the current slate of officers as Directors of the Corporation for the 2020-21</p>

as such there are no new names to bring forth for appointment.	year.
10. Other Business	
11. Adjournment	MOVED by Cathy Vosper; SECONDED by Valerie Przybilla; and CARRIED to terminate the meeting at 5:09 p.m.

 Paul Nichols,
 Chair, Board of Directors

Varouj Eskedjian,
 Secretary, Board of Directors