



**BOARD OF DIRECTORS MEETING – OPEN MEETING**

Date: October 29, 2020 at 2:00 p.m.

Location: Via MS Teams

**PRESENT;** Paul Nichols-Chair, Varouj Eskedjian-CEO, Joe Csafordi, Cathy Vosper, Heather Zak, Karen MacGinnis, Nancy French, Sandra Chapman-CM, Kevin Huestis, Patricia McAllister-CM, Liz Mathewson, Trish Wood

**REGRETS;** Robbie Beatty, Craig Hitchman, Bruce Thompson

**STAFF PRESENT;** Mark O’Dell, Dr. Kelly Parks, Dr. Bruce Bain, Alysia English

**RECORDER;** Michelle Wellman EA to the CEO/Board

AGENDA ITEMS and DISCUSSION	DECISION POINTS
<b>1. CALL TO ORDER</b> <b><u>OPEN MEETING SESSION</u></b>	Paul Nichols called the meeting to order at 2:00 p.m.
<b>1.1 Quorum</b>	A quorum was confirmed.
<b>1.2 Approval of Agenda</b>	MOVED by Sandra Chapman; SECONDED by Valerie Przybilla; and CARRIED that the agenda be approved.
<b>1.3 Declaration of Conflicts</b>	None Declared
<b>2. Approval of Previous Meeting Minutes from <i>September 24, 2020</i></b>	MOVED by Karen MacGinnis; SECONDED by Valerie Przybilla; and CARRIED that the minutes of <i>September 24, 2020</i> be approved.
<b>3. Business Arising from Minutes</b>	
<b>3.1 COVID-19 Update / Lab Licensing</b>	

<p>V. Eskedjian advised that we are in the process of recruiting medical/clerical staff to man the COVID-19 Assessment Centre. At this time, it is undecided if EMS will continue to provide staff for the swabbing/screening piece. He noted that EMS has charged approx. \$1,000.00 / day for their staffing services.</p> <p>V. Eskedjian advised that the MOH &amp; LTC has recently confirmed that CMH will be reimbursed for COVID-related expenses as well as funding to support the assessment centre operations. He noted that the reimbursement does not include coverage for a 2<sup>nd</sup> Paramedic as such, CMH will have further discussions to determine if an RPN would be suitable to work in place of EMS.</p> <p>A. English advised that we are aiming to have no disruption in the assessment centre services.</p>	
<p><b>3.1 CIS Update</b></p> <p>V. Eskedjian advised that CMH recently hosted an EPIC virtual summit for staff as well as interested Directors of the Board. He advised that the majority of staff provided positive feedback.</p> <p>V. Eskedjian advised that there will be a separate cost associated with the Population Health module of EPIC in order to link all 7-organizations.</p> <p>J. Csafordi and C. Vosper provided their feedback on the sessions that they attended. They reported that there is some clarity required surrounding access to Mental Health-related information.</p> <p>V. Eskedjian advised that today we are at 1-year before go-live and as such we celebrated along with staff following the Staff Forum.</p> <p>Dr. B. Bain clarified concerns surrounding the Epi-Care link that will be available for Physicians to access order-sets, tests etc.</p>	<p>Action: V. Eskedjian will investigate providing a demonstration to the Directors on the ‘sandbox’ which will allow the Directors to see how staff will navigate the system.</p>
<p><b>3.2 Accreditation Update</b></p>	

<p>A. English advised that the CMH Accreditation group will be responsible for review of the 2020-21 standards as well as determining action plans and processes to achieve the requirements.</p> <p>A. English advised that after meeting with the Accreditation Representative, it was determined that CMH has established 13 sets of standards we would like to achieve. She advised that the Team Leads as well as the working groups will be determined by early November 2020.</p> <p>Alysia English advised that CMH has submitted a request for postponement of the survey due to EPIC go-live occurring at the same time. She advised that to-date she has not received a formal response from Accreditation Canada on our request.</p> <p>V. Eskedjian advised that the Governance Committee of the Board is the Committee responsible for supporting the Accreditation process. He advised that we may need to increase the Governance meeting on an ad-hoc basis.</p>	
<p><b>4. New Business</b></p>	
<p><b>4.1 Influenza Update</b></p> <p>A. English provided a review of the ‘Influenza Strategy 2020-21 presentation and included the following highlights;</p> <ul style="list-style-type: none"> <li>➤ Vaccinations continue to be available for staff</li> <li>➤ The Mobile cart will be available until December 2020</li> <li>➤ Staff are encouraged to make an appointment with IC to receive their flu shots</li> <li>➤ There are designated staff on Med/Surg as well as the ED to provide shots</li> <li>➤ World’s Finest Chocolate Factory have graciously donated a chocolate bar to each staff who receives their shot</li> <li>➤ CMH has established an aggressive target of 80% vaccination rate</li> </ul>	
<p><b>5. Strategic Matters</b></p>	
<p><b>5.1 President &amp; CEO Report</b></p>	<p>Action: V. Eskedjian will develop a media release on the success of CMH’s Diabetes Education Program.</p>

<p>V. Eskedjian presented the Chief Executive Officer report to the Board.</p> <p>Areas of the report that were highlighted included;</p> <ul style="list-style-type: none"> <li>➤ Diabetes Education Program Accreditation – Recognized for expanding the scope of the program and transforming it to meet the needs of the clients and community that we serve.</li> <li>➤ Staff Forum – was well attended / expressed interest in Redevelopment</li> <li>➤ October 21<sup>st</sup> – CMH &amp; NHH jointly hosted a meeting and tour of the facility with local area Mayors. They were provided an overview of Capital needs over the next 5 years.</li> <li>➤ A tour of NHH will be provided in January 2021</li> <li>➤ MPP’s meeting has been postponed.</li> <li>➤ CMH is looking for an opportunity to advocate for our Redevelopment project</li> <li>➤ COVID Related Expenses</li> <li>➤ Community Partnerships / OHT Developments with COVID wave-2 prep</li> </ul>	
<p><b>5.2 Chief of Staff Report</b></p> <p>Dr. B. Bain provided the Chief of Staff report to the Board</p> <p>Areas of the report that were highlighted;</p> <ul style="list-style-type: none"> <li>➤ Staffing is stable currently</li> <li>➤ Secondary Supervisor – A revised Supervisor Agreement has been sent to the CPSO Registration Committee for review / approval (The file is to be included in the November/December meeting)</li> <li>➤ Infection Policy related to COVID screening will be further discussed with the CNE, Nurse Managers as well as IPAC re; swabbing procedures etc.</li> <li>➤ Med/Surg – no change in status currently</li> <li>➤ Over 100% inpatient capacity (with 4-additional patients in Emerg)</li> <li>➤ EPIC / CIS – Epic ‘playground’ module has been made available for clinicians to have a ‘generic’ view of the system</li> </ul>	
<p><b>5.3 Foundation Report</b></p>	

<p>For information purposes, the Foundation Report was included in the meeting package.</p> <p>V. Przybilla expressed a personal thank you to Dr. Bain for his donation to the Foundation.</p> <p>V. Przybilla advised that the Foundation needs additional volunteers to help with the Catch the Ace Campaign. Interested individuals are to contact the Foundation directly.</p>	
<p><b>5.4 Auxiliary Report</b></p> <p>V. Eskedjian provided highlights of the Auxiliary Report that was submitted by R. Beatty.</p> <ul style="list-style-type: none"> <li>➤ The “A Lot of Love” on-line Auction was a success - \$5,488.00</li> <li>➤ The Foundation and the hospital will help the Auxiliary with the Annual Polar Bear Plunge campaign. They have a goal set at \$35,000.00</li> </ul> <p>V. Eskedjian advised that this year’s fundraising dollars will be used towards the Hospital’s purchase of a Cardiac Telemetry System.</p>	
<p><b>6. Business/Committee Matters</b></p>	
<p><b>6.1 Professional Staff Credentials</b></p> <p>V. Eskedjian presented the list of applicants who require approval from the Board of Directors.</p>	<p>MOVED by Valerie Przybilla; SECONDED by Trish Wood; and CARRIED to approve the applications for Professional Staff Credentials as presented.</p>
<p><b>7. The Materials</b>  <b>(Any Board Member may request that any of “The Materials” be moved to the Board Meeting Agenda)</b></p>	
<p><b>7.1 Finance / Audit Committee – October 26, 2020</b></p> <p>K. Huestis advised that CMH has received one-time funding in the amount of \$250,000.00 to be used towards COVID related expenses.</p>	

K. Huestis advised that CMH may require access to a bank loan in order to assist with the working capital costs.	
<b>7.2 Governance Committee</b>	
<b>7.3 Quality Committee – October 15, 2020</b>  N. French advised that CMH was successful in receiving a licensing agreement for Antibody testing.  N. French advised that other items that were discussed at the Quality Committee Meeting included; <ul style="list-style-type: none"> <li>➤ Workplace violence incident(s)</li> <li>➤ Diabetes education</li> <li>➤ Flu shot</li> </ul>	
<b>8. TERMINATION &amp; Next Meeting; <u>November 26, 2020 at 2:00 p.m.</u></b>	MOVED by Valerie Przybilla; SECONDED by Nancy French; and CARRIED to terminate the meeting at 3:15 p.m.
<b>9. In Camera Session with CEO (excluding staff). No minutes taken.</b>	
<b>10. Meeting without Management No minutes taken.</b>	

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Paul Nichols,  
Chair, Board of Directors

Varouj Eskedjian,  
Secretary, Board of Directors