



Board of Directors Regular Board Meeting
 March 30, 2022
MINUTES

Present: Beth Fairfield ©, Lorraine Gauthier Stromberg, VC; Sally Burns, Stacey O’Sullivan, Jorge VanSlyke, CEO; Jennifer Learning, CNO; Dr. Sara Van Der Loo, COS

Guest: Mike McKinnon, Atikokan Progress

Regrets: Jeremy Dickson, Tom Hainey, Brittany Beyak-Freamo, Stacey Wood

Recorder: Bonnie Clairmont Not Approved:

	Action Req’d/Date
<p>1.1 <u>Call to Order</u> B. Fairfield called the meeting to order at 5:03 pm.</p> <p>1.2 <u>Declaration of Conflict of Interest</u> - None declared.</p>	
<p>1.3 <u>Agenda</u> The agenda was reviewed and accepted as presented.</p> <p>MOTION: S. O’Sullivan/L. Gauthier Stromberg “That the Board approve the agenda of March 30, 2022 as presented.”</p> <p style="text-align: right;">CARRIED 2022-020</p>	
<p>2. <u>Consent Agenda</u> The Regular Board Meeting Minutes of February 23, 2022 were reviewed and accepted as presented.</p> <p>MOTION: L. Gauthier Stromberg/S. Burns “That the Consent Agenda be approved as presented.”</p> <p style="text-align: right;">CARRIED 2022-021</p>	
<p>3. <u>Good News Story/Quality Improvement Highlight:</u></p> <ul style="list-style-type: none"> • PSW Shortage: J. VanSlyke shared that the hospital has signed a MOU with Confederation College to support their PSW training. We will offer PSW placements to students in hopes of increasing our PSW complement upon graduation. There is no financial commitment for this arrangement. • Chemo Soft Launch: We will be offering a chemo services to our fist patient on March 31st and working on offering more chemo services in our hospital. Thunder Bay Regional is mixing the chemo drugs for us. • Formal Debriefing for Staff for Critical Incidents: The Mental Health and Addictions counsellors are being training in April in order to provide support to our staff. 	

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<ul style="list-style-type: none"> • Staff Access to Five Unpaid Leave Days: Effective April 1st all staff will be entitled to five unpaid leave days for mental health or family/personal emergencies. These days off will not trigger the attendance management program. 	
<p>4. Reports – Provided in March 30, 2022 agenda package.</p> <p>4.1 Report from Board Chair:</p> <ul style="list-style-type: none"> • B. Fairfield thanked J. VanSlyke and her team for the work that has been done on the by-laws. • The Regional Committee was to meet in March, but was deferred. No new date set yet. 	
<p>4.2 Chief Executive Officer Report by J. VanSlyke:</p> <p>J. VanSlyke recapped some highlights from her report including:</p> <ul style="list-style-type: none"> • <u>NW Regional CEO Group</u> • Emergency Department (ED) closure briefing to be sent to all MPPs. Physician shortage in our region will make ED closures a regular occurrence. It’s just a matter of time before it hits us. <p>Pandemic Update:</p> <ul style="list-style-type: none"> • We had a suspect outbreak in our Extended Care Wing. On March 25th one resident tested positive for COVID-19. The unit was closed, except for one caregiver per resident and housekeeping was amped up. Public Health and the residents’ families were supportive during this time. The Suspect Outbreak will be lifted after 10 days, if there are no further cases. • Staff are still rapid testing every 48 hours. Masks and eye protections are still being used and active screening is on-going. <p>S. Burns asked about the recruitment process to bring Dr. Ahmad to Atikokan as a physician. J. VanSlyke noted that kudos go to Dr. S. Minor and B. Davidson for getting her here and ensuring housing and her other needs were met.</p>	
<p>Chief Nursing Officer Report by J. Learning</p> <p>Nursing:</p> <ul style="list-style-type: none"> • We are bringing in Advanced Cardiac Life Support (ACLS) training for the RNs, RPNs and physicians at the beginning of April. • One full time RN has left to do Travel Nursing which has created issues with approving RN vacations this summer. Several positions, including a summer relief position have been posted in hopes of being able to offer our RNs some much deserved time off. 	

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<ul style="list-style-type: none"> • There has also been some movement with RPNs so we are also trying to hire summer relief for them as well. • We once again are having locums come to our community and this seems to be working well. We had Nurse Practitioners work in the ER one weekend in February and that went very well, so we at least have a back-up model of care in the event we are short Emergency Physicians again. Our main goal is to not have to shut down our Emergency Room due to staffing issues. • We are working with Dr. Hassan’s office to bring him here twice a year to see patients who need Ears, Nose and Throat specialist appointments. We are partnering with the Family Health Team to cover the cost of the scope that he will need for the appointments. We very much appreciate the help from the Family Health Team in order to bring this important service to Atikokan. <p>Diagnosics:</p> <ul style="list-style-type: none"> • After a few years of planning, DI department's radiologist group in Markham, Ontario switched over to voice recognition software last month for their reporting system. It permits faster turn-around time for patient reports, but also demands more careful scrutiny of the finished product on our part. • We are essentially the final proof-readers, since there are no longer transcriptionists to type reports. There are bugs to be worked out on their end, in cooperation with Thunder Bay Regional's PACS administration, and they continue to cause significant delays for isolated reports. <p>Rehab:</p> <ul style="list-style-type: none"> • Rehab is fully staffed, with the temporary addition of a full time Kinesiologist and Temporary Physiotherapist to cover a 3-month paternity leave. • The purpose of adding a Kinesiologist Position is to add more group programs to assist with addressing our wait times that continue to grow for our Priority 3-5 clients. • We have launched a low back pain program, and are working on developing a shoulder rehab group and falls prevention program. We are also exploring partnering with community organizations to use their space as we expand these group programs. • The Rehab wait list has reduced from 220 in August to 183 in February. Our Priority 1 Clients have had a average wait time of 5 days in February compared to 33 in August. 	

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<p>Lab:</p> <ul style="list-style-type: none"> The lab staff have been busy preparing for a full Accreditation assessment by Accreditation Canada in mid-April. National Medical Laboratory Week is April 10 – 16. There is a worldwide shortage of tubes needed for blood draws. The lab has been dealing with these issues and so far, they have managed to maintain their stock, but have had to borrow from other places in the region. 															
<p><u>Chief Financial Officer Report – highlights shared by J. VanSlyke</u></p>															
<p><u>Financial Summary as at February 28, 2022</u></p>															
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<ul style="list-style-type: none"> We are going to begin seeing an increase in the cost of some supplies as some shipping companies are beginning to charge a fuel surcharge We have done our annual benefits review with SelectPath (our benefit advisors) and even though we are seeing an increase in benefit costs (particularly dental which has gone up approximately 10% in over the last two years), we are able to maintain our current benefit premiums for staff. We are still waiting to hear if our applications for Canada Summer Job Grants have been approved. We have applied for a few different positions back in January. We should hear the beginning of April. NOSM approved us for 2 summer placements, one kinesiology student and one food/nutrition student. They will be 8 weeks in length. Audit planning and preparation is well underway with the first project being the inventory count to take place March 30th and 31st, and the auditor count on April 1st. HR has been extremely busy as we navigate various vacancies, both temporary and permanent. We are working with the NSC, RVI and contractors to make a plan to complete the HVAC and sprinkler project, while also considering our aging building and potentially adding in the HVAC in the service wing. 															

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<p>S. Burns asked about the funding expectations for the LTC new beds. She noted that for the master plan, the hospital had to cover 10% of the total project. J. VanSlyke shared that we have still not received anything in writing from the Ministry about the new LTC beds. We, along with North of Superior Healthcare Group and Manitouwadge hospital, are waiting to have a meeting with Ontario Health to get more information and get some written guidance.</p> <p><u>AGH Foundation Report</u></p> <ul style="list-style-type: none"> • Now that the lottery has concluded, the Foundation is beginning to think about their next fundraising campaign. • They have committed to spend the next year working towards raising enough fund to purchase a new ultrasound machine for the hospital. This is approximately \$200,000. • We are going to have a special meeting in April to make a plan for four events that can happen over 2022/2023 to raise money for this. 	
<p><u>Chief of Staff Report by Dr. S. Van Der Loo</u></p> <ul style="list-style-type: none"> • Dr. S. Van Der Loo also reported on the on-going ER Closure concerns for Atikokan and the region. • A briefing was sent to MPPs on behalf of the hospital Chiefs of Staff. • Sioux Lookout, Kenora, Dryden, Red Lake and Rainy River are all looking at possible ER closures. 	
<p><u>Director of Care, ECW Report – Reported by J. VanSlyke for S. Wood</u></p> <ul style="list-style-type: none"> • ECW suspect outbreak was shared in CEO’s report. • We are currently monitoring the situation at this point and are working with Public Health and families to ensure the safety of all our residents. <p>MOTION: S. Burns/L. Gauthier Stromberg “That the Board approve all reports as presented.”</p> <p style="text-align: right;">CARRIED 2022-022</p>	
<p>5. In-Camera Session</p> <p>MOTION: L. Gauthier Stromberg / S. O’Sullivan “That the Board moves to an in-camera session of the meeting at 5:35 pm.”</p> <p style="text-align: right;">CARRIED 2022-023</p> <p>6. Return to Open Session</p> <p>MOTION: J. Dickson/S. Burns “That the Board returns to open session of the meeting at 8:07 pm.”</p> <p style="text-align: right;">CARRIED 2022-024</p>	

	Action Req'd/Date
<p>MOTION: S. O’Sullivan/L. Gauthier Stromberg “That the In-Camera Agenda (reviewed In-Camera) of March 30, 2022 be approved as presented.” CARRIED 2022-025</p> <p>MOTION: L. Gauthier Stromberg/S. Burns “That the Consent Agenda (reviewed In-Camera) including the In-Camera Minutes of February 23, 2022 and MAC Meeting Minutes of March 16, 2022 be approved as presented.” CARRIED 2022-026</p> <p>Credentialing (from March 16th Medical Advisory Committee meeting) MOTION: S. O’Sullivan/S. Burns “That the list of professional staff, as presented, be approved for appointment and re-appointment for the remainder of the calendar year 2022.” CARRIED 2022-027</p> <p>Approval of CEO Requests MOTION: L. Gauthier Stromberg/S. O’Sullivan a) “That the CEO Performance Appraisal for 2021-2022 be accepted as presented” b) “That the CEO Targets set for 2022-2023 be accepted as presented.” c) “The board approves payment of the At-Rick Pay to the CEO Performance” d) “The board approves the CEO’s participation in the following Volunteer Activities: Red Cross – work remotely; Registered Social Worker Membership Fee for 2022 and Accreditation Surveyor – pay of regular hours while assigned as a surveyor”. CARRIED 2022-028</p> <p>Service Wing HVAC Project MOTION: S. O’Sullivan/L. Gauthier Stromberg “Approval for the hospital to proceed with the plan to borrow from a financial institution to get these projects completed. CARRIED 2022-029</p>	
<p>7. DATE OF NEXT MEETING: The next meeting will be held in person on Wednesday, April 27, 2022 at 5 pm.</p>	
<p>8. ADJOURNMENT With no further business, the meeting was adjourned at 8:29 pm on a motion by S. O’Sullivan/S. Burns. CARRIED 2022-030</p>	
<p>The Board returned to an in-camera meeting following the regular meeting to discuss the CEO’s performance appraisal.</p> <p>_____ Beth Fairfield, Board Chair</p> <p>_____ Jorge VanSlyke, CEO</p>	