



WDMH Board of Directors Minutes

Tuesday, September 26 @ 5:00 p.m.

St. Clare's Anglican Church

Present:	Bruce Millar, Cholly Boland, Eric Stevens, Brenda Toonders, Louise Arsenault, Jennifer Milburn, Annik Blanchard, David Wattie, Bill Woods, Dr Devin, Tyson Roffey,
Regrets:	Tamara Williams, Steve Densham, Andrea Jewell, Dr. Mary Naciuk
Guests:	Shannon Horsburgh
Resource:	Amy Lafleche

No.	Item
1.0	Call to Order B. Millar called the meeting to order at 5:08 p.m.
2.0	Declaration of Conflict of Interest None.
3.0	Agenda Check-In Moved by T. Roffey, seconded by J. Milburn, that the September 26th Board of Directors agenda be approved as presented. All in favour. <p style="text-align: right;"><u>Carried</u></p>
4.0	Review of Minutes Moved by B. Toonders, seconded by A. Blanchard, that the June 27, 2023, Board of Directors minutes be approved as presented. All in favour. <p style="text-align: right;"><u>Carried</u></p>
5.0	Business Arising None.
6.0	Board Education <i>Dundas Manor</i> C. Boland provided an educational presentation on Dundas Manor. In summary the Board learned: <ul style="list-style-type: none"> • Dundas Manor is a not-for-profit home governed by Rural Healthcare Innovations, and is government funded and regulated. • Dundas Manor is the only long-term care home in North Dundas, South Dundas, and North Stormont. • Resident and family satisfaction is 97% • Dundas Manor has achieved Accreditation with Exemplary Standing. • Currently Dundas Manor has 70 residents, 110 staff, 8 physicians, and 50 volunteers. • The current Dundas Manor building is 45 years old; everywhere is crowded, there is no space. • The new Dundas Manor will have 128 beds, will have more space, privacy, and better infection control. • Groundbreaking for the new home is expected this fall. • The total cost for Dundas Manor redevelopment is approximately \$64 million. Dundas Manor is receiving \$46 million in provincial funding and must fundraise \$18 million. To date \$12 million has been raised.

7.0	<p>Patient Story</p> <p>Shannon Horsburgh, Clinical Manager, presented a patient story that highlighted:</p> <ul style="list-style-type: none"> • WDMH does not use four-point restraints often and has recognized the need for ongoing training. • The Emergency Department is seeing patients suffering from mental health disorders more frequently. • WDMH transfers patients who require a mental health admission to Monfort Hospital as per a pre-arranged agreement between hospitals. Patient transfers are not completed overnight. • Patients who are deemed eligible for a transfer should always be monitored. • The OPP has a mental health nurse available to assist in the community. • The WDMH portable phones do not work outside of the hospital.
8.0	<p>Board Reports</p>
8.1	<p>Quality Committee Report</p> <p>The September Quality Committee Report was received for information. T. Roffey summarized the Quality Committee Report and noted that patient survey results continue to be positive and that WDMH will receive Pay for Results funding for enhancements to the Emergency Department. ED enhancements will aim to improve patient flow and wait times.</p>
8.2	<p>Senior Friendly Hospital Plan</p> <p>The Quality Committee of the Board recommends that the WDMH Board of Directors review and approve the 2023-2024 Senior Friendly Hospital Plan.</p> <p>Moved by J. Milburn, seconded by D. Wattie, that the 2023-2024 Senior Friendly Hospital Plan be approved as presented. All in favour.</p> <p style="text-align: right;"><u>Carried</u></p>
8.3	<p>Medical Advisory Committee Report</p> <p>WDMH continues to maintain a full compliment of physicians and has met most clinical commitments over the past several months, in particular the Emergency Department has not suffered from staffing shortages and closures as experienced by many other Ontario hospitals.</p> <p>The WDMH Pulmonary Function Testing Lab is set to begin in October 2023.</p> <p>A feasibility and impact analysis is underway to assess the potential recruitment of a Dermatologist to WDMH.</p> <p>Recruitment for a Rheumatologist continues.</p> <p>Chart deficiencies remain a challenge as WDMH physicians adapt to the new charting requirements within Epic. One-on-one coaching will occur to support physicians who are having difficulty with chart completion.</p>
8.4	<p>Professional Staff Appointments</p> <p><u>Credentialed Staff Appointments for Approval:</u></p> <ul style="list-style-type: none"> • Dr. Shaun Vaid – Term without Admitting Privileges, Department of Emergency Medicine • Dr. Anna Grodecki - Term without Admitting Privileges, Department of Surgery • Dr. Andrea Gutauskas - Locum with Admitting Privileges, Department of Surgery – General Surgery • Dr. Margaret Lianeri - Term with Admitting Privileges, Department of Family Medicine

	<ul style="list-style-type: none"> • Dr. Kathleen O’Connell - Temporary without Admitting privileges, Department of Emergency Medicine until June 30, 2024, under designated supervision of Dr Nicholas Schouela • Dr. Steven Sanders - Temporary without Admitting Privileges, Department of Emergency Medicine until June 30, 2024, under designated supervision of Dr Nicholas Schouela • Dr. Osmaan Sheikh - Term with Admitting Privileges, Department of Family Medicine • Dr. Paulo Puac-Polanco - Term without Admitting Privileges, Department of Medical Imaging <p>Moved by T. Roffey, seconded by E. Stevens, that the above-mentioned credentialed staff for appointment be approved. All in favour.</p> <p style="text-align: right;"><u>Carried</u></p> <p><u>Changes to Credentialed Staff Privileges for Approval:</u></p> <ul style="list-style-type: none"> • Dr. Alex Scott – From: Associate with Admitting Privileges, Department of Family Medicine To: Active with Admitting Privileges, Department of Family Medicine • Dr. Camila Temple-Vidal - From: Associate with Admitting Privileges, Department of Family Medicine To: Active with Admitting Privileges, Department of Family Medicine • Dr. Rachael Weagle – From: Term with Admitting Privileges, Department of Family Medicine with Cross Appointment in Obstetrics To include: Temporary Cross appointment in Emergency Medicine for participation in the Emergency Department Mentorship Program <p>Moved by J. Milburn, seconded by E. Stevens, that the above-mentioned changes to credentialed staff privileges be approved. All in favour.</p> <p style="text-align: right;"><u>Carried</u></p>
8.5	<p>Medical Staff Organization Report None.</p>
8.6	<p>HR Strategic Plan Update The HR Strategic Plan was received for information. The current plan is valid for three years ending September 2024. WDMH continues with its recruitment and retention strategies.</p> <p>WDMH is seeing a shift in the average age of employees. In 2022 39.5% of the workforce was over the age of 45. This highlights a shift around expert and novice nurses.</p> <p>WDMH’s 2022 turnover rate of 19.5% is directly related to the provincial staffing crisis. The workforce is very competitive. Many part-time and casual staff leave for full time opportunities. In addition, the average retirement age has dropped to 57.</p> <p>WDMH is participating in the newly formed Clinical Scholar program that will assist the organization in providing support to novice nurses across all hospital units through mentoring.</p>
9.0	<p>Finance Report</p>
9.1	<p>Financial Statements The hospital’s financial results for the period ending July 31, 2023, show a deficit from operations of \$678,695; unfavourable by \$420,094 from the approved budget.</p> <p>Contributing to the variance are salary costs directly related to Bill 124, and overtime costs.</p>

	<p>The government has announced funding for Bill 124, but further details have not been released.</p> <p>J. Desroches and M. Blouin are working on a program to ensure parameters are in place to bring overtime back in line with our budget.</p> <p>Human Resources is looking at how schedules are built to try and incorporate predictable schedules for part-time and casual staff.</p> <p>The WDMH Absenteeism Program has restarted.</p>
9.2	<p>Epic Budget The Epic project budget was reviewed, and it was noted that this project came in slightly under budget in terms of implementation. Epic has been widely embraced and digested, and the initiatives over the next year will focus on optimizing Epic’s functionalities, such as personalization and report reading/creating. Costs spent under the contingency budget are related to the price of archiving past health records data.</p>
10.0	<p>Report of the CEO There is a slight rise of Covid-19 in our region and the government has asked all of health care to prepare for respiratory season and to expect higher instances of the flu and RSV, and fluctuating volumes of Covid-19. The Covid-19 and flu vaccines will be available soon, and the government will be sponsoring an RSV vaccine for seniors in congregate settings.</p>
10.1	<p>2023-2024 Strategic Priorities Moved by B. Toonders, seconded by D. Wattie, that the 2023-2024 Strategic Priorities be approved. All in favour.</p> <p style="text-align: right;"><u>Carried</u></p>
10.2	<p>Cybersecurity BORN, the provincial newborn registry, announced it was the victim of a cyberattack in the spring, and that they are working on informing all who have been impacted. The attack had no impact to WDMH software.</p>
11.0	<p>WDMH Foundation Report Overall, the Foundation remains financially sustainable, and has improved its revenue profile since this point last year. The Foundation continues to receive unsolicited donations, and cash remains in excess of \$2 million.</p> <p>The Grand Parade in support of Dundas Manor was very successful.</p> <p>Upcoming Foundation activities include:</p> <ul style="list-style-type: none"> • NLH Alumni Game in support of the hospital • Snowflakes and Sapphires Gala in support of Dundas Manor • Catch the Ace • Judy Lanin Christmas Wish Tree
12.0	<p>WDMH Auxiliary Report The Auxiliary has recruited a few new volunteers over the summer and is in the process of re-organizing responsibilities. If you know anyone interested in volunteering, please refer them to Catherine O’Neill.</p>

	<p>The Annual Fall Bazaar & Bake Sale is scheduled for Friday, October 13th from 9:00 a.m. – 2:30 p.m.</p> <p>The Gift Shoppe is experiencing inventory and cash register issues but is hoping to find a resolution by the end of September. The Gift Shoppe is currently open five days a week.</p>
13.0	<p>Report of the RHI Board</p> <p>Dundas Manor raised over \$100,000 for redevelopment in their latest fundraiser, The Grand Parade.</p> <p>Staffing at Dundas Manor has improved however there is ongoing recruitment for Registered Nurses and Registered Practical Nurses.</p>
14.0	<p>Governance</p>
	<p>14.1 Executive Committee Minutes</p> <p>The September 19, 2023, Executive Committee minutes were received for information.</p>
	<p>14.2 Insurance Coverage for Board of Directors</p> <p>A summary of board member insurance coverage from HIROC was received for information.</p>
	<p>14.3 OHA Self-Assessment Results</p> <p>Deferred to the November Board of Directors meeting.</p>
15.0	<p>Communications & PR Considerations</p> <ul style="list-style-type: none"> • WDMH’s financial situation. • Approved 2023-2024 Strategic Priorities. • WDMH continues with its HR Strategic Plan and recruitment and retention strategies.
16.0	<p>Next Meeting</p> <p>Tuesday, November 28, 2023 @ 5:00 p.m. @ St. Clare’s Anglican Church</p>
17.0	<p>Adjournment</p> <p>B. Millar called the meeting to a close at 7:32 p.m.</p>