



LENNOX & ADDINGTON COUNTY GENERAL HOSPITAL

BOARD OF DIRECTORS

MEETING MINUTES

May 4, 2021

Zoom Videoconference

A meeting of the Board of Directors of the Lennox & Addington County General Hospital was held in via Zoom at 6:30 p.m. on May 4, 2021.

PRESENT:

Board:	Allan MacGregor (Chair)	Geoff Griffin
	Deb Lowry	Jamie Uson
	Michelle Smith	Dr. Kim Morrison
	Wayne Coveyduck	Dr. Sonal Patel
	Norm Clark	Tracy Kent-Hillis
	Bob Clancey	Adrienne Harris-Hale
	Chris Seeley	Susan Jack
	Robert Paul	Alice Carlson
	Lori Francis	Ric Bresee

REGRETS:

-None

Staff in Attendance:	Darlene Moore	Erin Brown
	Tracy Ringrose	Sheila Mabee (recorder)
	Colin Catt	

1. Call to Order/Opening Remarks

The meeting was called to order at 6:28 p.m., by Allan MacGregor, immediately following the Regional HIS Presentation by Troy Jones and Dino Loricchio, Regional HIS Project Team.

2. Approval of the Agenda

The agenda was approved with the addition of 8.1 Emergency Capital Request.

Motion #1

Rationale: Normal Practice

Motion: That the Board of Directors hereby approves the amended agenda dated May 4, 2021.

Moved by: Bob Clancey

Seconded by: Lori Francis

The motion was carried.

3. Conflict of Interest

The Chair inquired if any Board member wished to declare a conflict of interest based on items identified on the Agenda. There were no identified conflicts of interest.

4. Minutes of the Previous Meeting

The minutes of the previous meeting were approved as circulated.

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Motion #2

Rationale: Normal Practice

Motion: That the Board of Directors hereby approves the minutes of the previous meeting dated April 6, 2021.

Moved by: Chris Seeley

Seconded by: Deb Lowry

The motion was carried.

5. Business Arising

5.1 Regional Updates

Chairs/Vice Chairs Forum (CVCF)

Allan MacGregor reported that the CVCF has not met for some time.

FLA-OHT

Dr. Morrison noted that OHT work is progressing. Trust building and team building were key components interwoven throughout the projects being undertaken by the working groups.

A few key dates were mentioned, to which some may have already received invitations to attend:

- A *FLA-OHT Partnership Council Townhall* will take place virtually on June 17, 2021. All partners (current and future), community members and anybody interested to learn more about the work of the Frontenac, Lennox & Addington Ontario Health Team and its projects, are welcome to join this townhall. There will be an opportunity for Q&A at the end.
- A meeting for governance is being planned for June 16, 2021. At this meeting there will be a brief update and BLG will be in attendance to provide an overview, much like the KHSC Board members participated in recently.

Long-Term Care (LTC)

Wayne Coveyduck provided an update on the LTC Project. Last week, he reached out to our assigned Ministry of LTC Project Manager, Hazmik Beglaryan, to enquire about any progress made in relation to our project. The response received was that they have been actively working on setting up processes to move the new projects forward. Ms. Beglaryan expressed her excitement to work with us on this project. Both Adrienne Harris-Hale and Allan MacGregor were included on the email, as the Foundation is seeking information to prepare for a fundraising campaign.

Along these lines, Allan highlighted that an ad-hoc Capital Development Committee will be struck in relation to the LTC Home build. Membership will include a few people from the Foundation Board, and a few Hospital Board members. Allan requested those who might be interested in sitting on this Committee, to reach out to him.

6. Reports

6.1 Quality Committee

Chris Seeley highlighted the following from the April 20, 2021 Quality Committee meeting:

- Anna Huisman, Pharmacy Director, attended the April meeting and provided a comprehensive pharmacy report, which was included with the Board meeting package. Many Committee members commented that this report was very informative and well presented.

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6.2 Ethics Committee

Tracy Kent-Hillis reported the following from the March 31, 2021 Ethics Committee meeting:

- The pandemic has raised a number of ethical issues, in particular vaccination rollout was discussed at the meeting. Dr. Campbell provided another thought-provoking presentation on this topic, which was included with the Ethics Committee meeting minutes.

6.3 Medical Advisory Committee

Dr. Morrison highlighted the following from the April 8, 2021 Medical Advisory Committee meeting:

The Medical Advisory Committee spent a fair bit of time discussing the COVID-19 pandemic, both the local situation and taking in COVID positive patient transfers from other regions. The Virtual Care Program was also discussed, as a means of keeping people well in the community and out of hospital, as resources get stretched with the worsening of the pandemic.

The Medical Advisory Committee reviewed the re-appointment applications to the LACGH Medical Staff for the following:

- Olga Bougie – Consulting (Gynaecology)
- Susan Chamberlain – Consulting (Gynaecology)
- Marisa Horniachek – Consulting (Gynaecology)
- Shawna Johnston – Consulting (Gynaecology with Urology)
- Brigid Nee – Consulting (Gynaecology)
- Bethany Monteith – Consulting (Oncology)
- Mamdouh Andrawis – Active (Family Medicine with Dermatology)
- Robin Britton – Active (Family Medicine)
- Timothy Chung - Locum Tenens (Family Medicine)
- Dan Curran – Active (Family Medicine with Emergency)
- Jeanette Dietrich - Locum Tenens (Family Medicine)
- Crystal Gonu – Active (Family Medicine)
- Heather Khey Beldman – Active (Family Medicine)
- Yunhoo "Rufina" Kim - Locum Tenens (Family Medicine)
- Carl Lee – Active (Family Medicine)
- Aaron McGregor – Active (Family Medicine)
- Kim Morrison – Active (Family Medicine)
- Derek Moynes – Active (Family Medicine)
- Sonal Patel – Active (Family Medicine)
- Pierre Robichaud – Active (Family Medicine with Emergency)
- Chris Sosnowski - Courtesy without Admitting (Family Medicine)
- Liz Touzel – Active (Family Medicine)
- Tom Touzel – Active (Family Medicine)

No concerns were noted by the MAC; therefore, the re-appointment applications were recommended to the Board of Directors for approval. The Board reviewed the credentialing applications, and no concerns were noted.

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Motion #3

Rationale: Applications for appointment to the Medical Staff require the review and approval of the Medical Advisory Committee and the Board of Directors.

Motion: The Board of Directors hereby approves the following re-appointments to the LACGH Medical Staff, as recommended by the Medical Advisory Committee:

- Olga Bougie – Consulting (Gynaecology)
- Susan Chamberlain – Consulting (Gynaecology)
- Marisa Horniachek – Consulting (Gynaecology)
- Shawna Johnston – Consulting (Gynaecology with Urology)
- Brigid Nee – Consulting (Gynaecology)
- Bethany Monteith – Consulting (Oncology)
- Mamdouh Andrawis – Active (Family Medicine with Dermatology)
- Robin Britton – Active (Family Medicine)
- Timothy Chung - Locum Tenens (Family Medicine)
- Dan Curran – Active (Family Medicine with Emergency)
- Jeanette Dietrich - Locum Tenens (Family Medicine)
- Crystal Gonu – Active (Family Medicine)
- Heather Khey Beldman – Active (Family Medicine)
- Yunhoo "Rufina" Kim - Locum Tenens (Family Medicine)
- Carl Lee – Active (Family Medicine)
- Aaron McGregor – Active (Family Medicine)
- Kim Morrison – Active (Family Medicine)
- Derek Moynes – Active (Family Medicine)
- Sonal Patel – Active (Family Medicine)
- Pierre Robichaud – Active (Family Medicine with Emergency)
- Chris Sosnowski - Courtesy without Admitting (Family Medicine)
- Liz Touzel – Active (Family Medicine)
- Tom Touzel – Active (Family Medicine)

Moved by: Geoff Griffin

Seconded by: Deb Lowry

The motion was carried.

The Medical Advisory Committee reviewed the re-appointment applications, with the noted changes, to the LACGH Medical Staff for the following:

- Daniel Glatt – Active (Family Medicine) *Associate to Active staff*
- Molly Touzel – Active (Family Medicine) *Associate to Active staff*

No concerns were noted by the MAC; therefore, the re-appointment applications, with the noted changes, were recommended to the Board of Directors for approval. The Board reviewed the credentialing applications, and no concerns were noted.

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Motion #4

Rationale: Applications for appointment to the Medical Staff require the review and approval of the Medical Advisory Committee and the Board of Directors.

Motion: The Board of Directors hereby approves the following appointment to the LACGH Medical Staff, with the noted change, as recommended by the Medical Advisory Committee:

- Daniel Glatt – Active (Family Medicine) *Associate to Active staff*
- Molly Touzel – Active (Family Medicine) *Associate to Active staff*

Moved by: Ric Bresee

Seconded by: Robert Paul

The motion was carried.

The Medical Advisory Committee reviewed the appointment applications to the LACGH Medical Staff for the following:

- Jeannie Callum – Consulting (Pathology & Molecular Medicine)
- George Gray – Consulting (Oncology)
- Daniel Belliveau – Locum Tenens (Internal Medicine)

No concerns were noted by the MAC; therefore, the appointment applications were recommended to the Board of Directors for approval. The Board reviewed the credentialing applications and no concerns were noted.

Motion #5

Rationale: Applications for appointment to the Medical Staff require the review and approval of the Medical Advisory Committee and the Board of Directors.

Motion: The Board of Directors hereby approves the following appointments to the LACGH Medical Staff, as recommended by the Medical Advisory Committee:

- Jeannie Callum – Consulting (Pathology & Molecular Medicine)
- George Gray – Consulting (Oncology)
- Daniel Belliveau – Locum Tenens (Internal Medicine)

Moved by: Lori Francis

Seconded by: Geoff Griffin

The motion was carried.

6.4 Finance Committee

Michelle Smith reviewed the following from the April 26, 2021 Finance Committee meeting:

6.4.1 Overdue and Bad Debt Accounts Policy

The Finance Committee reviewed and approved the *Overdue and Bad Debt Accounts* Finance Policy.

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6.4.2 March Financial Statements and Cheque List

The Finance Committee reviewed the March 2021 Financial Statements and Cheque List which totaled \$3,943,779.45. No concerns were noted by the Finance Committee or the Board.

Motion #6

Rationale: Normal Practice.

Motion: The Board of Directors hereby approves the following, as recommended by the Finance Committee:

- *March 2021 Cheque List totaling \$3,943,779.45;*
- *March 2021 Financial Statements.*

Moved by: Chris Seeley

Seconded by: Geoff Griffin

The motion was carried.

6.5 Volunteer Services Report

Susan Jack reported that a number of Volunteers are taking the Safe Food Handlers course in preparation of reopening the Coffee and Gift Shop. There was not too much more to report, given the ongoing pandemic lockdown.

6.6 Foundation Report

Adrienne Harris-Hale highlighted the following from her report circulated with the meeting package:

- The internal goal for the crowd-funding campaign was reached. Of interest, a \$3,500 donation came through from someone north of Toronto who had spotted the crowdfunding campaign through social media. The Foundation felt use of social media was a valuable tool.

Allan Macgregor extended thanks to the Foundation Board, on behalf of the Hospital, for their \$628,000 donation to assist with funding the Chemo Suite expansion.

6.7 Chief Executive Officer's Report

Further to the written report provided in the Board package, Wayne Coveyduck shared the following information:

LTC

Wayne shared that our organization is a member of both the Long-Term Care Association, and Advantage Ontario. The advocacy work of each of these organizations is very different. Since our LTC beds will be a not-for-profit, it was important to be cognizant of who we are partners with and not favour one over the other, particularly since we are also a hospital.

Patient Feedback

Wayne shared that a letter was received earlier in the day from a husband and wife to relay their experience from a recent ER visit. Their visit was seen as efficient from the first to last contact of care. The follow up and outcome was a positive overall experience and the couple was very grateful for the care received. Also included with the letter, was a \$200 donation to the hospital to use as we see fit. Wayne stated that it was nice to hear that someone needing our services, as they pass by our doors, acknowledged their experience as having been a positive one.

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Assisted Living Facility

To date, there are 11 signed leases for the Supportive Living facility, which was positive news. Move in dates were staggered over the coming months.

MOH: Recent Investments and YE Financials

Wayne reported that he and Darlene Moore had sat in on a MOH webinar “to provide an overview of recent government investments, share updates on broad-based reconciliation, and close out of 2020-21 year-end financial processes”.

It would seem that the government has rapid interest in moving towards dealing with the large deficit they have accumulated, and now they are trying to recoup the money from the system, even as we try to deal with the hospital capacity challenges the third wave of the COVID-19 pandemic has brought us. The interpretation from the webcast was that if we have a surplus, then the extra costs incurred by the pandemic should be covered by the surplus. On the webinar, one of the participants brought up the 1982 Bond Policy, which presumably we are all still working under (the ability to take surplus and invest that back into expansion of services).

The timing of the webinar was felt to be less than ideal, particularly as we try to close out the year with our Auditors on-site this week. Some hospitals have even closed their books already for the year, so there was concern of having to open the books back up again. There was an inquiry about the possibility of this delaying our planned Annual Meeting. Ultimately, the Ministry has the jurisdiction to call for a delay in us closing out the year.

Wayne noted this was a very complex oddity right now and highlighted that we are expecting the workbooks from the MOH by mid-May, so more would be known shortly.

Motion #7

Rationale: Normal Practice

Motion: The Board of Directors hereby accepts the reports from the Quality Committee, Ethics Committee, Medical Advisory Committee, Finance Committee, Volunteer Services, Foundation and the President & CEO.

Moved by: Norm Clark

Seconded by: Jamie Uson

The motion was carried.

7. Correspondence Received up to April 28, 2021

There was nothing further to report for correspondence.

8. New Business

8.1 Capital Request – Ultrasound replacement

Wayne Coveyduck reported that our ultrasound unit, which was included in the water damage claim from last year’s flood, has been taken out of commission. The unit in question had water damage, but it still functioned, albeit erratically. There have been periods where the unit failed to start up when we were trying to do patient procedures, which was less than satisfactory.

A technical report was recently done on the machine, by an external source. The gentleman doing the report for the insurance company, then suffered a heart attack and was unable to get the report completed and into the insurer.



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There was a recommendation that the Board make available the \$250,000 to be ready for a purchase order, while we await the technical report / decision from our insurer.

There was agreement that this was not a sound piece of equipment anymore and it needed to be replaced.

Motion #8

Rationale: The Board of Directors is required to review and approve Emergency Capital Requests.

Following the June 7, 2020 Diagnostic Imaging (DI) flood, all ultrasound units were inspected by the vendor for water ingress and damage. One unit, the interventional radiology (IVR) machine, was assessed as having water ingress; however, at the time the unit was functioning so replacement was not deemed warranted. Since then, there have been a number of failures, which has led to us removing it from service on April 29, 2021.

The insurance adjustor has advised that no further discussions regarding replacement by the insurer will occur until the third party evaluation report is received. Therefore, we can await insurance decision to repair or replace the unit; or, replace the unit prior to the decision being made by the insurer regarding coverage.

Management is making the recommendation with proceeding with purchase of a replacement unit.

Motion: The Board of Directors hereby approves the following Emergency Capital Request totaling \$250,000:

- *Diagnostic Imaging. Diagnostic Ultrasound Unit. (\$250,000). Replacement.*

Moved by: Geoff Griffin

Seconded by: Lori Francis

The motion was carried.

9. Closed Session

At 7:20 p.m., the Board moved into closed session.

Motion #9

Rationale: Normal Practice

Motion: That the Board of Directors hereby moves into closed session.

Moved by: Bob Clancey

Seconded by: Jamie Uson

The motion was carried.

At 7:37 p.m., the Board rose from closed session.

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Motion #10

Rationale: Normal Practice

Motion: That the Board of Directors hereby rises from closed session.

Moved by: Norm Clark

Seconded by: Jamie Uson

The motion was carried.

10. Next Meeting

The next regular meeting of the Board is scheduled for 6:30 p.m., on Tuesday June 1, 2021.

11. Adjournment

The meeting was adjourned at 7:38 p.m.

Motion #11

Rationale: Normal Practice

Motion: That the Board of Directors hereby adjourns their meeting at 7:38 p.m. on May 4, 2021.

Moved by: Lori Francis

Seconded by: Jamie Uson

The motion was carried.