

**Perth and Smiths Falls District Hospital**

Board of Directors Meeting

Tuesday, May 23, 2023

Via Videoconference @ 7:30 a.m.

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PRESENT: B. Smith, K. Clupp, M. Cohen, K. Fair, B. Hirst, I. Boyle, R. Schooley, Dr. W. Hollis, C. Maloney, J. Brown, Dr. M. Roberts, D. Thomson, J. Hewitt, Dr. Morell, C. Dolgowicz and S. Pankow

REGRETS: M. Quigg, G. Church, K. Weekes, Dr. Kuchinad and A. Thomlinson

IN ATTENDANCE: D. Hodgins, VP, Finance & Support Services, ~~M. Hallam, Executive Director, PSFDH Foundation, N. Peckett, President, GWM Auxiliary,~~ G. Laws, ED, Lanark County Mental Health, ~~H. Bedor, ED, Lanark County Support Services, J. Staples, President, SF Auxiliary,~~ C. Rustan, Recording Secretary and Karen Kelly, Marketing and Communications Coordinator

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**1. Call to Order – Dr. W. Hollis**

Dr. W. Hollis, called the meeting to order at 7:31 a.m.

**2. Chair's Remarks – Dr. W. Hollis**

Dr. W. Hollis welcomed everyone to the meeting.

**3. Patient & Family Centred Care**

**3.1 Program Presentation**

There was no presentation provided.

**4. Declaration of Conflict of Interest – Dr. W. Hollis**

Members were asked to declare a conflict at any point during the meeting.

**5. Approval of Agendas – Dr. W. Hollis**

**5.1 Regular Meeting Agenda**

RESOLUTION No. 61/23

MOVED by K. Clupp

SECONDED by K. Fair

*THAT the May 23, 2023 regular Board of Directors meeting agenda be approved as presented.*

**CARRIED.**

**5.2 Consent Agenda**

RESOLUTION No. 62/23

MOVED by K. Clupp

SECONDED by K. Fair

*THAT the May 23, 2023 consent Board of Directors meeting agenda was approved as presented.*

**CARRIED.**

**i) PSFDH Board of Directors Minutes – April 25, 2023**

MOVED by K. Fair

SECONDED by J. Brown

*THAT the Board of Directors Meetings Minutes from April 25, 2023 were approved as presented.*

**CARRIED.**

**6. Foundation & Auxiliaries**

**6.1 PSFDH Foundation – K. Fair**

The Foundation report was uploaded to the Portal prior to the meeting and K. Fair reminded the Board about the following events:

- The Family Fun Day event is scheduled for Saturday, May 27<sup>th</sup>, 2023 from 11am-4pm
- There are still spots left to join the Foundation Golf Tournament that is taking place on June 16<sup>th</sup>, 2023

- MRI - K. Fair and M. Cohen created a one minute informational video on the MRI. As well, the MRI pancake breakfast took place on April 26<sup>th</sup>, 2023 and it went well. It has generated a lot of phone calls and the Foundation has received a gift
- The Foundation has received a \$25,000 donation for Palliative Care

## **6.2 GWM Auxiliary – N. Peckett**

Deferred as there was no representation from the GWM Auxiliary.

## **7. Action Items**

### **7.1 Leadership Report – M. Cohen**

The Leadership report was uploaded to the portal prior to the meeting.

*RESOLUTION No. 63/23*

*MOVED by B. Hirst*

*SECONDED by R. Schooley*

*THAT* the PSFDH Board of Directors accepts the Leadership Report as presented.

*CARRIED.*

*\*\*\*A. Thomlinson joined the meeting at 8:01am\*\*\**

### **7.2 Chief of Staff Report – Dr. T. Morell**

Dr. Morell provided the following highlights:

- Recruiting continues to be an issue, hoping to resolve some of those issues as many new grads will be looking for work
- Dr. S. Luco has stepped up to help cover internal medicine.
- PSFDH is competing with other hospitals who are paying their hospitalists significantly more per day. M. Cohen added that BGH offers one of the highest payments per day and they are still struggling to find coverage

*RESOLUTION No.64/23*

*MOVED by S. Pankow*

*SECONDED by C. Maloney*

*THAT* the PSFDH Board of Directors accepts the Chief of Staff Report as presented.

*CARRIED.*

### **7.3 Medical Staff Association**

Dr. Roberts shared the following highlights:

- The MSA Annual General Meeting took place a week ago
- Dr. Alistar MacDonald was voted in as Vice President
- No one has taken over as chair, so Dr. Roberts will continue in the role
- Discussion ensued regarding the ongoing HHR issues. M. Cohen will address these issues at the upcoming Town Hall meetings to try and reassure staff and inform them about the steps that are being taken to try to resolve the HHR issues. M. Cohen will include a summary in his next Leadership report.

R. Schooley informed the Board that there will be approximately 50 RPNs who will be looking for work at the end of their (Perth) Algonquin program. The main barrier is accommodations. It was suggested that K. Kelly communicate the need for accommodations for these students. J. Brown noted that Algonquin (Perth) will not be offering the RPN course come September.

B. Smith indicated that he connects with Algonquin regularly in regards to student placements. B. Smith discussed “Stay interviews” and all of the other work that the Wellness Committee is completing behind the scenes.

*RESOLUTION No.65/23*

*MOVED by K. Clupp*

*SECONDED by D. Thomson*

*THAT* the PSFDH Board of Directors accepts the Medical Staff Association report as presented.

*CARRIED.*

## **8. New Business**

### **8.1 Enterprise Risk Management**

M. Cohen provided a presentation on Enterprise Risk Management. The presentation outlined that the following items are a high risk:

- Cybersecurity
- IT Infrastructure
- Recruitment and Retention
- Technology – Capital Equipment needs

M. Cohen reviewed all risks with the Board and provided context as to why they are colour coded the way they are and what we're doing to alter the risk level.

Discussion ensued regarding Natural/Emergency/Disaster Planning. M. Cohen will bring back the plan to review once it has been finalized.

**\*\*Dr. M. Roberts left the meeting at 9:02am\*\*\***

## **9. Business Arising from Minutes**

Nil.

## **10. Board Committee Reports**

### **10.1 Finance Committee Report –May 18, 2023 – K. Clupp**

#### **10.1.2 Committee Report**

The Finance report was posted to the Portal and K. Clupp shared the following information:

- The Operating margin deficit (5.7M) is largely due to Bill 124 and equity accounts for 4.2M and there is still more information to be released
- There continues to be a lot of financial pressure on the hospital

#### **10.1.3 Financial Statements and Notes**

The Financial Statements and notes were posted to the portal prior to the meeting.

D. Hodgins shared a power point presentation that outlined the 22/23 Financial Results. External auditors completed an audit and their findings will be presented at the Annual General Meeting on June 27, 2023.

That deficit that PSFDH faces is 5.7M and the following contributed to the PSFDH 22/23 Financial Pressures.

- 1.3M - Compensation – HHR Challenges
- 4.1M - Bill 124 & Pay equity – Unexpected year end retroactive
- \$298 - Other – Unbudgeted professional fees
- \$0 - 8 surge beds

D. Hodgins shared the forecasted hospital pressures for 2023/2024.

- Discussion ensued regarding Bill 124, Pay Equity and Funding letters, it was noted that the Bill 124/Pay Equity debt was beyond our control and all hospitals are being effected by this. Until ONA settles and Bill 124 is resolved, there will still be a lot of unknowns.
- D. Hodgins informed the Board of Directors that if the Ministry does not provide funding for the 8 surge beds, it will have to be brought back to the Board.

#### **10.1.4 Budget Advocacy Timelines**

M. Cohen provided a presentation on Budget Advocacy Timelines. While much work has been done to date, the heavy lobbying is likely to ramp up in the fall once the Province's response to Bill 124 is known.

### **10.3 Closed Session**

*RESOLUTION No.66/23*

MOVED by           S. Pankow  
SECONDED by       R. Schooley

*THAT* the PSFDH Board of Directors moved to closed session at 9:03 a.m.  
CARRIED.

*RESOLUTION No. 69/23*

*MOVED by R. Schooley*  
*SECONDED by B. Hirst*

*THAT the PSFDH Board of Directors moved out of the closed session at 9:20 a.m.*  
*CARRIED.*

Note: Housekeeping Resolutions 67/23 and 68/23 were moved and approved during closed session.

Closed Session Resolutions:

**Chief of Staff Report**  
**Professional Staff Appointments/Reappointments**

*RESOLUTION No. 70/23*  
*MOVED by C. Maloney*  
*SECONDED by I. Boyle*

*THAT the PSFDH Board of Directors adopts the Chief of Staff report from Closed Session.*  
*CARRIED.*

**11. Standing Items**  
Nil.

- 12. Information Items**
- a) PSFDH Foundation Community Family Fun Day – May 27<sup>th</sup> at 11am
  - b) MRI Ground breaking Event – Friday, June 23<sup>rd</sup>, 2023
  - c) Annual General Meeting – June 27<sup>th</sup>, 2023 at 4:00pm
  - d) LLG Collaborative Governance Forum is taking place on June 16<sup>th</sup> at the SF Community Centre. Registration is required.

***C. Rustan will send out the invitation for the LLG Forum on June 16<sup>th</sup>.***


**13. Next Meeting Date**  
Tuesday, June 27<sup>th</sup>, 2023, via videoconference at 7:30 a.m.


**14. Closed Session No.2**

**15. Adjournment**  
*RESOLUTION No. 71/23*

*MOVED by K. Clupp*  
*SECONDED by B. Hirst*

*THAT the May 23, 2023 Perth and Smiths Falls District Hospital Board of Directors' meeting adjourned at 9:25 a.m.*  
*CARRIED.*

  
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G. Church, Chair

  
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M. Cohen, Secretary