

Perth and Smiths Falls District Hospital
Board of Directors Meeting
Tuesday, September 23rd, 2025
Via GWM Boardroom and Teams @ 7:30 a.m.

Present: Dr. W. Hollis, K. Kelly, B. Smith, K. Clupp, M. Cohen, W. Bromm, C. Langstaff, E. Farrell, I. Boyle, H. Mostamandi, J. Brown, M. Hallam, K. Fair, Dr. Morell, S. Gauthier, M. Anik-Gagné and A. Pellerin
Teams: Dr. Wahay, D. Thomson, M.L Hussak, J. Church, S. Anderson and Dr. MacDonald
Regrets: S. Pankow and R. Dyke
In Attendance: C. Rustan, Recording Secretary

1. Call to Order – Dr. W. Hollis

Dr. W. Hollis called the meeting to order at 07:31 a.m.

2. Approval of Agenda

THE September 23rd, 2025 open session Board agenda was approved by consensus.
CARRIED.

3. Capital Redevelopment Presentation – M. Cohen

M. Cohen provided a presentation on Capital Redevelopment and outlined the three stages. Stage one consists of early planning; Stage two is the detailed planning stage and stage 3 is construction. M. Cohen does not recommend moving towards a one-site model.

S. Anderson stated that the Hospital will need a very robust public relations campaign around the redevelopment for both the Hospital and supporting the Foundation. The community needs to understand why it's important to donate to this cause. S. Anderson suggested that M. Cohen budget for a public relations campaign.

Dr. Hollis discussed the possibility of developing an Ad Hoc committee under the Finance Committee. Dr. W. Hollis suggested that Board Members brainstorm on whether they know anyone who has experience in project management to assist with this project.

The Capital Redevelopment PowerPoint presentation was posted to the portal.

4. Chair's Remarks – Dr. W. Hollis

Dr. Hollis welcomed everyone to the September Board Meeting.

5. Declaration of Conflict of Interest – Dr. W. Hollis

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

6. Closed Session

THE PSFDH Board of Directors moved into closed session by consensus at 8:23 a.m.
CARRIED.

THE PSFDH Board of Directors moved out of closed session by consensus at 8:30a.m.
CARRIED.

Closed Session Resolutions:

- **Chief of Staff Report - Professional Staff Appointments/Reappointments**
RESOLUTION No. 44/25

THAT the PSFDH Board of Directors adopt the Chief of Staff report (Professional Staff Appointments from September 9th) from the Closed Session. The report was approved by consensus.
CARRIED.

7. Approval of Agendas

7.1 Consent Agenda

- i. **PSFDH Board of Directors Minutes – June 24th, 2025 ***
- ii. **CEO Report – M. Cohen ***
- iii. **PSFDH Foundation Report – M. Hallam**
- iv. **Board Quality Report – I. Boyle**

THAT the consent agenda items noted above were approved as presented by consensus.

v. Liaison Committee Report – S. Anderson *

RESOLUTION No. 45/25

MOVED by S. Anderson

SECONDED by K. Fair

THAT the PSFDH Board of Directors approve the name change from Liaison to Communications and Development.

CARRIED.

vi. Governance Committee Report – W. Bromm *

RESOLUTION No. 46/25

MOVED by W. Bromm

SECONDED by K. Clupp

THAT the PSFDH Board of Directors approve the following committee assignments:

- *Caryn Langstaff - Audit & Finance Committee and Board Quality Committee*
- *Axelle Pellerin – Board Quality & Communications and Development Committee*
- *Marie-Anik Gagne – Communications & Development Committee & Governance*

CARRIED.

8. Finance Committee

8.1 Financial Committee Report

E. Farrell presented the new format of the monthly and quarterly financial packages.

E. Farrell did shared that the Hospital is not forecasting to be in a failure state until the end of March, as the Ministry did provide some additional one time funding to PSFDH.

Monthly reports will be brought forward except for every quarter as the Finance Committee will bring forward quarterly reports at that time.

8.2 Financial Statements and Dashboard

The monthly Financial Statements and Dashboard were included in the package, as well as the quarterly report.

9. Action Items

9.1 Chief of Staff Report – Dr. T. Morell

The Chief of Staff report was included in the package.

Dr. Morell did express the ongoing frustrations pertaining to DI wait times. Family Physicians are aware of our backlog which has caused them to disperse multiple requisitions to other facilities. Therefore, appointments are being made for patients who have already attended an appointment elsewhere.

9.2 Medical Staff Report

Dr. Wahay shared that the Medical Staff Association met last week, and a presentation was provided by Home First. Dr. Setterfield will be offering an education session on PSA screening next month and Dr. Oh will be hosting the Annual Palliative Care Education Day on November 27th, 2025.

10. New Business

10.1 Nursing Model of Care Presentation

H. Mostamandi provided a presentation on the revamped Nursing Model of Care that will be rolled out shortly. Currently RPN's are unable to pack wounds where the base can not be seen, however RPN's in the community can complete this task. The plan is to increase the RPN's scope of practice and the hospital has successfully supported 6 Nurses in completing NSWOC training, which stands for Nurse Specialized in Wound, Ostomy and Continence.

The presentation has been uploaded to the portal.

11. Business Arising from minutes

There was no business arising at the September 23rd, 2025 meeting.

12. Information Items

a) PSFDH Spirit Wear Day *

Prodecad will be onsite tomorrow and Thursday, should you wish to order some PSFDH Spirit Wear.

b) Hospice Hub Open House *

Hospice Hub Open House is taking place at 3:00pm today and the invitation was not only circulated to the Board but it was also posted on the portal.

c) Black Tie Bingo *

An e-mail was previously circulated regarding Black Tie Bingo and the poster was posted on the portal.

13. Next Meeting Date

Tuesday, October 28th, 2025 at 7:30am in the GWM Boardroom.

14. Adjournment

THAT the September 23rd, 2025 Perth and Smiths Falls District Hospital Board of Directors' meeting adjourned at a.m.

CARRIED.



Dr. W. Hollis, Chair



M. Cohen, Secretary