

Perth and Smiths Falls District Hospital
Board of Directors Meeting
Tuesday, March 25th, 2025
Via GWM Boardroom and Teams @ 7:30 a.m.

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

1. Call to Order – K. Clupp

K. Clupp called the meeting to order at 07:30 a.m.

2. Education Session – ERM – M. Cohen

M. Cohen reviewed the Enterprise Risk Management spreadsheet and highlighted the following:

- These are items that SLT has flagged as corporate risks and a trend line was added to show whether it has increased, decreased or remained the same
- Infrastructure still remains a risk as we have a lot of outdated infrastructure
- Privacy Breaches – The risk has increased due to the implementation of our shared EMR
- Provincial Impacts/Instability – Risk remains with the uncertainty around the tariff feud with the US
- Capital equipment – Increased risk as our capital graph still is not aligned
- Disaster Preparedness – the plan is to focus on codes that involve our partners, such as code green, black and orange

3. Approval of Agenda

RESOLUTION No. 22/25

MOVED by K. Fair

SECONDED by I. Boyle

THAT the March 25th, 2025 open session Board Agenda was approved as presented.

ALL IN FAVOUR.

CARRIED.

4. Closed Session

RESOLUTION No.23/25

MOVED by I. Boyle

SECONDED by C. Maloney

THAT the PSFDH Board of Directors move into closed session at 7:55 a.m.

CARRIED.

RESOLUTION No. 26/25

MOVED by R. Dyke

SECONDED by R. Schooley

THAT the PSFDH Board of Directors move out of closed session at 7:56 a.m.

CARRIED.

Note: Housekeeping Resolution 24/25 and 25/25 was moved and approved during closed session.

Closed Session Resolutions:

• Chief of Staff Report - Professional Staff Appointments/Reappointments

RESOLUTION No. 27/25

MOVED by R. Dyke

SECONDED by R. Schooley

THAT the PSFDH Board of Directors adopts the Chief of Staff report (Professional Staff Appointments from March 11th) from the Closed Session.

ALL IN FAVOUR.

CARRIED.

5. Chair's Remarks – K. Clupp

K. Clupp welcomed everyone to the meeting.

6. Declaration of Conflict of Interest – K. Clupp

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

7. Approval of Agendas

7.1 Consent Agenda

- I. PSFDH Board of Directors Minutes – February 25th, 2025 ***
- II. CEO Report – M. Cohen ***
- III. PSFDH Foundation Report – M. Hallam**
- IV. Governance Committee Report – C. Maloney ***
 - o **2.6.4 Governance Terms of Reference**
 - o **2.6.6 Executive Terms of Reference**
- V. Liaison Committee Report**
- VI. Board Quality Report**

RESOLUTION No. 28/25

MOVED by I. Boyle

SECONDED by C. Maloney

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

ALL IN FAVOUR.

CARRIED.

8. Finance Committee

8.1 Finance Committee Report and Statements

The financial statements and committee report were included in the package. E. Farrell shared that the finance team is currently working through year end and our current Lumeo expenses.

M. Cohen shared that the plan is to schedule a meeting in early May/June with the ADM following the budget announcements. There is a growing concern that the province will focus all their attention on the ongoing tariff feud with the United States and not on our current healthcare crisis.

9. Action Items

9.1 Chief of Staff Report – Dr. T. Morell

Dr. Morell's written report was included in the Board package.

Dr. Morell shared that recruitment is ongoing and they're currently entertaining the idea of recruiting some Physicians from the United States, however it is difficult, as their healthcare system is significantly different from the Canadian healthcare system.

RESOLUTION No. 29/25

MOVED by R. Dyke

SECONDED by R. Schooley

THAT the Chief of Staff Report was approved as presented.

CARRIED.

9.2 Medical Staff Report

Dr. Wahay shared that after 43 years, Dr. Drummond has announced that he will be retiring in the next few months. Dr. Drummond has coordinated to have other physicians take on most of his practice, and he will continue to provide care in the ED for approximately another year.

9.3 Chief of Staff Contract

RESOLUTION No.30/25

MOVED by R. Dyke

SECONDED by R. Schooley

THAT the PSFDH Board of Directors move to closed session # 2 at 8:07 a.m.

CARRIED.

RESOLUTION No. 31/25

MOVED by R. Dyke

SECONDED by R. Schooley

THAT the PSFDH Board of Directors move out of closed session #2 at 8:11 a.m.
CARRIED.

RESOLUTION No. 32/25

MOVED by C. Maloney
SECONDED by S. Anderson

*THAT the Board of Directors approve the Chief of Staff Contract that was presented.
ALL IN FAVOUR.
CARRIED.*

10. New Business

10.1 Meeting Needs of Community – B. Smith

M. Cohen shared the Q3 data for the following scorecard objectives:

- Code Simulations
- Stay and Exit Interviews
- Staff and Physician Satisfaction Survey
- Non-Violence Crisis Intervention

10.2 Quality Improvement Plan – B. Smith

B. Smith presented the draft Quality Improvement Plan for 2025-2026 which will focus on the following:

1. Access and Flow
2. Equity
3. Patient Experience
4. Safety

Discussion ensued regarding the DEI target, which is 50%. K. Clupp recommended that the target be referred to as an interim target, seeing as the target is relatively low.

RESOLUTION No. 33/25

Moved by I. Boyle
Seconded by R. Dyke

The Board of Directors of the Perth and Smiths Falls District Hospital hereby accepts the recommendation of the Board Quality Committee to approve the Quality Improvement plan for 2025/2026.

11. Business Arising from minutes

There was no business arising at the March 25th, 2025 meeting.

12. Information Items

a) Flu Shots are available at Occupational Health

b) Board Chair Assessment Form – Friendly reminder to complete the form that was circulated via email.

13. Next Meeting Date

Tuesday, April 22nd, 2025 in the GWM Boardroom and Teams.

14. Adjournment

RESOLUTION No. 34/25

MOVED by I. Boyle
SECONDED by R. Schooley

*THAT the March 25th, 2025 Perth and Smiths Falls District Hospital Board of Directors' meeting adjourned at 8:20 a.m.
CARRIED.*



Dr. W. Hollis, Chair



M. Cohen, Secretary