

**Perth and Smiths Falls District Hospital**  
Board of Directors Meeting  
Tuesday, November 26, 2024  
Via GWM Boardroom and Teams @ 7:30 a.m.

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Present: Dr. W. Hollis (Chair), K. Kelly, R. Schooley (Vice-Chair), M. Cohen, K. Clupp, M. Hallam, H. Mostamandi, W. Bromm, B. Smith, R. Dyke, S. Gauthier, Dr. Morell, M. L. Hussak and D. Bellevue  
Teams: I. Boyle, J. Brown, J. Church, D. Thomson, L. Wahay, Dr. A. MacDonald, S. Pankow and S. Anderson  
Regrets: K. Fair and C. Maloney  
In Attendance: C. Rustan, Recording Secretary, Morgan Hawn (LLG OHT, Executive Lead)

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**1. Call to Order – Dr. W. Hollis**

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

**2. Approval of Agenda**

*RESOLUTION No. 89/24*

MOVED by S. Anderson

SECONDED by W. Bromm

*THAT the November 26<sup>th</sup>, 2024 open session Board Agenda was approved as presented.*

*ALL IN FAVOUR.*

*CARRIED.*

**3. Education Session**

**3.1 OHT Strategic Plan – M. Hawn**

Morgan Hawn, Executive Lead from the Lanark, Leeds and Grenville Ontario Health Team joined our Board Meeting to elaborate on the 2025 – 2030 Strategic Framework.

*The presentation was included in the package.*

**4. Closed Session**

*RESOLUTION No.90/24*

MOVED by R. Schooley

SECONDED by K. Clupp

*THAT the PSFDH Board of Directors move to closed session at 8:02 a.m.*

*CARRIED.*

*RESOLUTION No. 93/24*

MOVED by R. Schooley

SECONDED by K. Clupp

*THAT the PSFDH Board of Directors move out of the closed session at 8:05 a.m.*

*CARRIED.*

Note: Housekeeping Resolution 91/24 and 92/24 was moved and approved during closed session.

**Closed Session Resolutions:**

• **Chief of Staff Report - Professional Staff Appointments/Reappointments (November 12<sup>th</sup>, 2024)**

*RESOLUTION No. 94/24*

*MOVED by R. Schooley*

*SECONDED by K. Clupp*

*THAT the PSFDH Board of Directors adopts the Chief of Staff report (Professional Staff Appointments from November 12<sup>th</sup>, 2024) from the Closed Session.*

*ALL IN FAVOUR.*

*CARRIED.*

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

Dr. Hollis welcomed everyone to the November 26<sup>th</sup>, 2024 Board of Directors Meeting.

Following the presentation from Morgan Hawn, Dr. Hollis requested that M. Cohen bring back any updates related to the OHT.

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

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 – October 22<sup>nd</sup>, 2024 \***
- II. CEO Report – M. Cohen \***
- III. PSFDH Foundation Report – M. Hallam**
- IV. Governance Committee Report – C. Maloney \***
  - CEO Contract
  - Board Chair Assessment Form
  - 2.4 - Chairpersons Role
  - 4.15 - Capital Reserve Investment
  - 4.16 - Signing Authority
  - 2.25 - Succession Planning
- V. Board Quality Report**
- VI. Liaison Committee Report**
- VII. Finance Committee Report**

*RESOLUTION No. 95/24*

*MOVED by S. Gauthier*

*SECONDED by R. Dyke*

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

*ALL IN FAVOUR.*

*CARRIED.*

*The CEO contract was pulled from the Consent Agenda and discussed. The Board of Directors had no concerns with the revised contract.*

*RESOLUTION No. 96/24*

*MOVED by R. Dyke*

*SECONDED by K. Clupp*

*THAT the Board of Directors approve the revised CEO Contract that was presented.*

*ALL IN FAVOUR.*

*CARRIED.*

**8. Action Items**

**8.1 Chief of Staff Report – Dr. T. Morell**

*The Chief of Staff Report was included in the package.*

*RESOLUTION No. 97/24*

*MOVED by R. Schooley*

*SECONDED by W. Bromm*

*THAT the Chief of Staff Report was approved as presented.*

*CARRIED.*

**8.2 Medical Staff Report**

Dr. Wahay shared that the MSA met last week and received a presentation from the Hospice Hub. As well, this Thursday is the Palliative Care Education Day which will take place at 12:30pm at the Rugby Club.

**9. New Business**

**9.1 Scorecard – Support & Empower People**

M. Cohen discussed the Scorecard that was included in the package and overall, we're tracking well above our target. M. Cohen shared that the data from the Staff and Physician Satisfaction Surveys will be released in Q4. CUPE is independently doing their own staff satisfaction survey which is a CUPE sponsored survey.

## 9.2 Program Presentation – Funding and Financing

M. Cohen provided a presentation on Funding and Financing, which can be located on the portal. The presentation provided an overview of the historical funding mechanisms in our province along with the chronology of the financial situation as it has evolved over the past 15 years. The presentation also highlighted the different components of this funding pressures along with the new revenue secured by management to move towards a balanced position.

## 10. Business Arising

There was no business arising at the November 26<sup>th</sup>, 2024 meeting.

## 11. Standing Items

### 11.1 Finance Committee Report and Statements

R. Dyke discussed the Financial Health Document and Financial Statements.

D. Bellevue and R. Dyke have completed some cash flow planning for the next two years. Short term the hospital is in good shape, and Finance is confident that Ontario Health will come to the table to keep us afloat. The Finance Committee is comfortable staying in our current financial position and maintaining our current strategy.

*RESOLUTION No. 98/24*

*MOVED by R. Dyke*

*SECONDED by K. Clupp*

*THAT the Board of Directors support the Hospitals current budget path.  
CARRIED.*

The line of credit (LOC) remains at \$9M and the hospital has access to a \$2M (total of \$11M) bulge until January 2025. Management expects that this bulge can be extended by the bank if needed (and requested). It is also expected that the Lumeo loan from the Ontario Financing Authority will be finalized, allowing the hospital to access additional funds early in the new year to support cashflow and Lumeo payments.

## 12. Information Items

a) **Flu Shots are available at Occupational Health**

b) **Palliative Care Education Day – November 28, 2024**

c) **DEI Training** – Friendly reminder to complete your DEI training.

W. Bromm wished it was addressed towards the Health Care Sector and not University Based. As we role out our strategy we will correct our version. This was a cheaper route to hit the necessary target in a short period of time. B. Smith more to come.

## 13. Next Meeting Date

Tuesday, January 28<sup>th</sup>, 2025 in the GWM Boardroom/Teams.

## 14. Closed Session – Independent Directors

## 15. Adjournment


*RESOLUTION No. 99/24*

*MOVED by K. Clupp*

*SECONDED by R. Schooley*

*THAT the November 26<sup>th</sup>, 2024 Perth and Smiths Falls District Hospital Board of Directors' meeting adjourned at 9:01 a.m.  
CARRIED.*

  
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Dr. W. Hollis, Chair

  
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M. Cohen, Secretary