

**Kemptville District Hospital  
Board of Directors Meeting  
Thursday, September 24, 2020  
Via Telus Business Connect Meeting  
6:30 PM**

**Minutes**

1. **Call to Order:** R. Morais, Board Chair, called the meeting to order at 6:35 pm.
2. **Regrets / Quorum / Declaration of Conflicts:** Quorum was established and there were no conflicts declared.

The following Territorial Acknowledgement was made by Board Chair R. Morais:

*In the spirit and understanding that we continue to gain in today's world, we would like to acknowledge the Algonquin nation, whose traditional and unceded territory we are gathered upon today.*

<b>Directors:</b>	Present	Regrets		Present	Regrets		Present	Regrets
B. Baxter		X	C. Burke	√		L. Carnegie	√	
C. Chisholm	√		P.-E. Cloutier	√		P. Currie	√	
B. Hale	√		M. Harrison	√		Dr. L. Luong		X
E. MacPherson	√		Dr. P. McGregor	√		R. Morais (Chair)	√	
J. Nolan	√		S. Saslove	√		K. Strackerjan	√	
F. Vassallo	√		A. Vignuzzi	√		A. Yee	√	
<b>Staff, Management &amp; Guests:</b>								
M. Hewitt	√		L. LeClair	√		L. Mignault (Recorder)	√	
J. Read	√		Dr. S. Rutherford	√				

3. **Re-affirming Mission:** E. MacPherson re-affirmed KDH's Mission.
4. **Client Centred Care – Patient Stories:** J. Read conveyed a compliment and a complaint, including the learning opportunities as a result of the complaint investigation.
5. **Additions/Changes to the Agenda:** None.
6. **Approval of Consent Agenda Items:**

*Motion: On a motion duly moved, seconded and carried, the Board approved to receive for information or approval for motion, items 7.0 Approval of Previous Minutes: June 25, 2020, 8.1.1 Compliance Report, 8.1.5 Strategic Dashboard Indicator Report Q1, 8.3.3 2020-2021 Health System Integration Report Q1, 8.3.6 2020-2021 Governance Committee Work Plan, 8.4.2 2020-2021 Quality and Safety Committee Work Plan, 8.4.3 Quality Improvement Plan (QIP) 2020-2021 Q1 Report, 8.5.2 2020-2021 Corporate Services Committee Work Plan, 8.5.3 2020-2021 Financial Q1 Report, 8.5.5 RVHS Report – Operations, and 8.6 KDH Auxiliary Report.*

Agenda Item 8.3.2 Ontario Health Teams (OHT) was removed from the Consent Agenda and tabled for discussion.

Under the Consent Agenda, the following motion was approved:

***7.0 Motion: On a motion duly moved, seconded and carried, the Board approved the Minutes of the Previous Meeting of June 25, 2020, as presented.***

## **8. Reports**

### **8.3 Governance Committee**

#### **8.3.2 Ontario Health Teams (OHT)**

The report prompted a brief discussion regarding time frames and direction on the OHT development and the impact on the Strategic Planning Ad hoc Committee work. Follow up with the Ministry of Health will be done in the coming weeks.

### **8.1 Hospital**

#### **8.1.2 CEO Report**

*Dr. Suzanne Rutherford joined the meeting at 7:04 pm.*

F. Vassallo spoke to the CEO Report specifically highlighting the North Grenville COVID-19 Assessment Centre, which had its opening day on September 24, 2020. Dr. Suzanne Rutherford, Co-Lead (Clinical) with F. Vassallo, joined the meeting to comment on the opening day of the assessment centre - a community-based collaboration of five partners: Rideau Crossing Family Health Centre; the Leeds, Grenville and Lanark District Health Unit, the Municipality of North Grenville; Leeds Grenville Paramedic Service; and Kemptville District Hospital.

The overall success of the first day of operations could not have been accomplished without the hard work and dedicated efforts of everyone involved in the team effort. The Municipality of North Grenville was commended for providing the location, Bell Hall on the Kemptville Campus, the perfect venue for the centre, and Municipal Staff and KDH Building Services Staff did a tremendous job getting it prepared for opening in such short order.

While there were initial concerns expressed by Campus tenants over traffic and school zone congestion, the process of getting patients from point A to point B went relatively smoothly. Positive feedback came in almost immediately from those being tested about how organized and efficient they found the process from start to finish, and they expressed gratitude for not having to endure the long lines and delays being experienced at other testing centres.

*Dr. Rutherford left the meeting at 7:38 pm, following a thorough discussion on various aspects of the Assessment Centre and its operations, both current and future.*

#### **8.1.3 CNO Report**

C. Burke addressed her report briefly, emphasizing that strategies are in place to ensure all services are continuing during the pandemic.

## 8.2 Chief of Staff

### 8.2.1 Chief of Staff Report

Dr. McGregor prefaced her report by commending the Chiefs of Departments and CNO C. Burke for getting the ORs up and running, acknowledging that the work done to get ramped up was outstanding. Dr. McGregor was asked whether physician burnout was an issue at KDH. She responded that is being seen across the spectrum in healthcare. To monitor and address this locally, a Physician Wellness Survey was sent to all physicians, but not enough completed it to provide sufficient data to address any potential issues. The survey will be re-sent to the physicians and they will be strongly encouraged to complete it so that KDH can respond appropriately, based on the results, to any issues, and work to assist those in need of help. It was further emphasized that KDH does provide an EAP for staff and physicians in need.

### 8.2.2 Credentialing

***Motion: On a motion duly moved, seconded and carried, the Board approved hospital privileges for the following physician(s), who have been credentialed as set out under Article 7 Appointment and Reappointment to Professional Staff of the Professional Staff Bylaws:***

Re-Application	Application	Physician	Privilege Category
	√	Dr. Shannon BUCKING	LOCUM – Paediatrics
√		Dr. Christian BALDAUF	COURTESY – Radiology
√		Dr. Senta BAUERMEISTER	COURTESY – Surgical Assist
√		Dr. Jennifer BOEKNER	ACTIVE – Family Medicine / ER
√		Dr. Jonathan BUTLER	COURTESY – Radiology
√		Dr. Simon CHAN	COURTESY – Plastics
√		Dr. Sashin CHITTE	COURTESY – Plastics
√		Dr. Sheila CHOU	COURTESY – Radiology
√		Dr. Wilfred CHUNG	ACTIVE – Emergency
√		Dr. Patrick DAVISON	COURTESY – General Surgery
√		Dr. Priyanka DIXIT	COURTESY – Paediatrics
√		Dr. Daniel DUFOUR	COURTESY – Anaesthesia
√		Dr. Reza FERGHANI	COURTESY – Radiology
√		Dr. Rimon GHATTAS	COURTESY – Internal Medicine
√		Dr. Andrew GILCHRIST	COURTESY – Anaesthesia
√		Dr. Wade GOFTON	COURTESY – Orthopaedics
√		Dr. William GUEST	COURTESY – Radiology
√		Dr. Lancia GUO	COURTESY – Radiology
√		Dr. Denis JANZEN	COURTESY – Radiology
√		Dr. David JONES	ACTIVE – Anaesthesia
√		Dr. Christopher KIRBY	ASSOCIATE – Anaesthesia
√		Dr. Gregory LEONARD	ACTIVE – Family Medicine
√		Dr. Andrew MARSHALL	COURTESY – Orthopaedics
√		Dr. Jason MARTENS	COURTESY – Radiology

√		Dr. Reza MASSOUD	COURTESY – Anaesthesia
√		Dr. Penelope McGREGOR	ACTIVE – Family Medicine
√		Dr. Steven MILLWARD	COURTESY – Radiology
√		Dr. Paul O’BRIEN	COURTESY – Radiology
√		Dr. Steven OLIVER	ACTIVE – Orthopaedics
√		Dr. Michele PERILLO	COURTESY – Radiology
√		Dr. Philippe PHAN	COURTESY – Orthopaedics
√		Dr. Michelle RICKETTS	COURTESY – Radiology
√		Dr. Douglas RITTER	COURTESY – Orthopaedics
√		Dr. Arifa SADAF	COURTESY – Radiology
√		Dr. Colin SENTONGO	ACTIVE – Anaesthesia
√		Dr. James STEVENS	COURTESY – Radiology
√		Dr. Georgios TSIMIKLIS	COURTESY – Cardiology
√		Dr. Iain VERGIE	COURTESY – Emergency
√		Dr. Eugene Kenneth WAI	COURTESY – Orthopaedics
√		Dr. Maha WANES	ACTIVE – Family Medicine
√		Dr. Shahram ZOLFAGHARI	ASSOCIATE – General Surgery

**STATEMENT OF COMPLIANCE**

It is attested that currently there are no physicians practicing at Kemptville District Hospital who do not hold valid privileges.

**8.2.3 Medical Staff Policies**

**8.2.3.1 Medical Staff Policy #32 Credentialing**

*Motion: On a motion duly moved, seconded and carried, the Board approved the changes to Medical Staff Policy #36 – Same Day Discharge for Total Joint Arthroplasty Patients, as presented.*

**8.2.3.2 Medical Staff Policy #32 Credentialing**

*Motion: On a motion duly moved, seconded and carried, the Board approved Medical Staff Policy #37 – Chiefs of Department Selection Sub-Committee Terms of Reference, as presented.*

Policy #37 is a new policy created to establish appointment terms, the selection process, job descriptions, and/or statement of service for the Chiefs of Department at Kemptville District Hospital.

**8.3 Governance Committee**

**8.3.1 Governance Committee Chair Report**

A. Vignuzzi gave an overview of the activities of the Governance Committee and its meeting of September 8, 2020.

### **8.3.4 Strategic Planning Ad Hoc Committee Update**

*Motion: On a motion duly moved, seconded and carried, the Board approved that the Strategic Planning Ad Hoc Committee reconvene its work based on the recommendation of the Governance Committee.*

The Strategic Planning Ad Hoc Committee will reconvene and bring an update to the next Board meeting.

### **8.3.5 KDH Environmental Scan 2020**

The KDH Environmental Scan 2020 was referenced in other reports within the agenda, and will be brought back for discussion at the next meeting as an education segment in October following in-depth reviews at the Committee level.

### **8.3.7 2020-2021 Education Calendar Survey and Board Education**

Members were provided with a summary of educational opportunities offered in the past year. Going forward, the format of education sessions will move toward Board discussions rather than formal presentations, which don't always lend themselves to sufficient time for discussion by Members. Board Members were provided an Education Survey enabling them to rate a list of potential topics/speakers for the coming year. The responses will be considered in the development of the Education Calendar for 2020-2021.

## **8.4 Quality and Safety Committee**

### **8.4.1 Quality and Safety Committee Chair Report**

E. MacPherson gave an overview of the activities of the Quality and Safety Committee and the meeting of September 15, 2020.

## **8.5 Corporate Services Committee**

### **8.5.1 Corporate Services Committee Chair Report**

P. Currie gave an overview of the activities of the Corporate Services Committee and its meeting of September 17, 2020.

### **8.5.4 ScotiaBank Trading Authority**

*Motion: On a motion duly moved, seconded and carried, the Board approved the recommendation from the Corporate Services Committee that Marcus Hewitt, CFO, be authorized to buy/sell investments on behalf of Kemptville District Hospital, as detailed in section C of the CA-9 Trading Authorization Form, which states this authorization must be approved by a resolution passed by the Board of Directors of the organization.*

**9. KDH Board Action Registry:** *No outstanding Actions.*

**10. Next Meeting:** Thursday, October 22, 2020, at 6:30 pm.

**11. Pause:** *Brief pause before moving in-camera.*

**12. In Camera:**

- Moved in camera on motion at 8:19 pm.
- Moved out of in camera on motion at 8:40 pm.

**13. Adjournment:** There being no further business, the meeting was adjourned on a motion at 8:40 pm.



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F. Vassallo, CEO



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R. Morais, Board Chair