

**Kemptville District Hospital
Board of Directors Meeting
Thursday, June 25, 2020
Via Zoom Meeting
6:45 PM**

Minutes

1. **Call to Order:** R. Morais, Board Chair, called the meeting to order at 6:49 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.

Directors:	Present	Regrets		Present	Regrets		Present	Regrets
B. Baxter		X	C. Burke	√		L. Carnegie	√	
C. Chisholm	√		P.-E. Cloutier	√		P. Currie	√	
B. Hale	√		M. Harrison	√		E. MacPherson	√	
Dr. P. McGregor	√		R. Morais (Chair)	√		J. Nolan	√	
Dr. Z. Saleh		X	S. Saslove	√		K. Strackerjan	√	
F. Vassallo	√		A. Vignuzzi	√		A. Yee	√	
Staff, Management & Guests:								
D. Ulrichsen	√		M. Hewitt	√		L. LeClair	√	
L. Mignault (Recorder)	√		A. Pinhey	√		J. Read	√	

3. **Re-affirming Mission:** D. Ulrichsen re-affirmed KDH's Mission.

As Doreen has retired from the Board, she excused herself from the meeting at 6:50 p.m.

5. **Additions/Changes to the Agenda:** Additional Item 8.1.6.1 CNO Report Resumption of Services, for discussion. *(Note for Agenda numbering – no Item 4).*
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: May 28, 2020, 8.1.1 BPSAA Year End Attestation / Declaration, 8.1.2 HSAA Compliance Attestation, 8.1.3 HSAA/LSAA Extensions, and 8.1.4 Compliance Report.

Under the Consent Agenda, the following motions were approved:

7.0 Motion: On a motion duly moved, seconded and carried, the Board approved the Minutes of the Previous Meeting of May 28, 2020, as presented.

8.1.1 Motion: *On a motion duly moved, seconded and carried, the Board approved the Board Chair’s attestation as prepared in accordance with section 15 of the Broader Public Sector Accountability Act, 2010 (BPSAA).*

8.1.2 Motion: *On a motion duly moved, seconded and carried, the Board approved the attestation that KDH has fulfilled its obligations under the hospital service accountability agreement in effect during the applicable period (April 1, 2019 – March 31, 2020), with no exceptions.*

8.1.3 Motion: *On a motion duly moved, seconded and carried, the Board approved that KDH accept the Notice and Extension of Service Accountability Agreement(s) (“Extending Letter”) proposed from the Champlain LHIN, to amend the SAAs Term and Schedules to March 31, 2021, due to COVID-19.*

8. Reports

8.1 Hospital

8.1.5 CEO Report

F. Vassallo addressed the CEO Report, and verbally reported that since writing his report to Board, two additional activities had occurred.

Firstly, reimbursement of funds due to COVID-19, including the expense claims and pandemic pay issues. Secondly, the Ontario Ministry of Health approached KDH to discuss the OHT on a call with Osagie Omere and Alison Costello. The messaging from the LHIN and Ontario Health is that there may be larger OHTs rather than smaller ones, and that KDH may need to find other partners to work together on a larger group as the 50-70 OHTs is now unlikely. F. Vassallo will be bring a team of several of KDH’s OHT partners with him on the call. Briefing Notes will be prepared and communicated to the Board as necessary on this meeting and any further progress made over the summer.

Discussion centred on the role hospitals could play in the nursing home and LTC settings resulting from the pandemic. While our LTC facility in Kemptville did not have problems that others did relative to the rest of the province, the push towards LTC, and hospital cajoling into development plans to direct home and community care. Opportunities on ground primary care, LTC, community care, etc.

As an added note, KDH is still working actively with the Municipality on developing a COVID Assessment Centre in North Grenville.

R. Morais took a moment to note the change to the Board’s Ex-Officio member from the KDH Auxiliary as Brenda Steacy is the outgoing President and to welcome incoming President Linda Carnegie.

8.1.6 CNO Report

8.1.6.1 C. Burke provided details of the plan developed in compliance with the Regional Planning of surgical services resumption at KDH. The Plan was submitted to and approved by the Champlain Regional Integrated Services Planning Committee as well as the Regional Surgical Services Committee. The plan sets out the gradual

progression over several weeks, slowly increasing surgeries and procedures (30%, 50% then 80%) and building up to higher capacities with assessments at each increase stage. KDH resumed OR services this week and it went very well. The planned ramp up continues with the same increases over time with the Clinics opening in the next week, followed by Diagnostic Imaging if all goes well.

Dr. McGregor, COS, added that this plan resume services took a tremendous amount of work for all involved, as there were many unknowns and moving parts. In anticipation of a second wave, KDH is ready. This is a very fluid situation and our ability to adapt to change is good.

8.2 Chief of Staff

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. Christine NADEAU	Courtesy – Anaesthesia & Emergency

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 Policy #32 Credentialing

Motion: On a motion duly moved, seconded and carried, the Board approved the changes to Medical Staff Policy #32 Credentialing, as presented.

These policy revisions were made to encourage and promote an increase in KDH's Active Staff numbers. Active Staff designation comes with added obligations such as attending Medical Staff and committee work vs that of Courtesy Staff.

8.3 Governance Committee

8.3.1 Governance Committee Chair Report

P. Currie noted there although there are motions in the Agenda for this meeting, there was no June meeting of Governance Committee and therefore no new business to put forth.

8.3.2 Election of Officers

Motion: On a motion duly moved, seconded and carried, the Board approved the Election of Officers as follows: That Robert Morais be declared elected as Board Chair, Andrew Vignuzzi as Vice-Chair and Peter Currie as Treasurer.

8.3.3 Board of Directors Committee List 2020-2021

Motion: On a motion duly moved, seconded and carried, the Board approved the 2020-2021 Board of Directors Committees list, as presented.

8.3.4 Appointment to Rideau Valley Health Service (RVHS) Trust

Motion: On a motion duly moved, seconded and carried, the Board approved the appointment of Stephen Saslove as a Trustee of Rideau Valley Health Trust for a period of one year.

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

10. Next Meeting: Thursday, September 24, 2020, at 6:30 pm.

11. Pause/General Discussion:

On behalf of the Board of Directors, Robert Morais presented Andrew Pinhey, outgoing CFO & VP Operations, with a gift from for his many years of commitment, dedication, and work ethic during his lengthy tenure at KDH. His presence will be missed by all those within the organization, by the Board, by fellow CFOs, and by the KDH community. Other members joined in congratulating Andy and offered their best wishes in his retirement.

A reminder as the summer recess begins, members should watch for emails with updates/briefing notes on the COVID pandemic. Should an emergent issue arise, an emergency meeting of the Board may be necessary. Members were also reminded of the KDH 60th Anniversary Virtual Celebration that is being held on Saturday, June 27, 2020, at 1:00 pm via Zoom.

C. Burke advised the Board that our Accreditation Survey has been rescheduled to September 2021, due to the implications of COVID-19.

12. In Camera: *No In Camera session was deemed necessary.*

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



F. Vassallo, CEO



R. Morais, Board Chair