

**Kemptville District Hospital  
Board of Directors Meeting  
Thursday, October 22, 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. *Due to conflicting schedules, B. Baxter, P.-E. Cloutier and A. Yee joined the meeting in progress at 6:45 pm, with C. Chisholm being excused from 7:00 – 7:30 pm and then rejoining the meeting.*

The 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	√		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	√		E. Grant	√				

3. **Re-affirming Mission:** C. Chisholm re-affirmed KDH’s Mission.
4. **Client Centred Care – Patient Stories:** J. Read conveyed a compliment and a complaint, including the learning opportunities resulting from the complaint investigation.
5. **Education – 2020 KDH Environmental Scan**

The 2020 KDH Environmental Scan was the focus of the education portion of the meeting and was presented by E. Grant, Decision Support Manager, augmented by a slide presentation highlighting the areas of change within our catchment area. While the Committees had an opportunity to take a deeper dive into the content earlier in the month, the focus at the Board level was to educate members on the data contained in the report and how KDH can best use this information as we move through the OHT process and other initiatives to advance the hospital’s mission and vision. Members asked questions and the presentation was followed by well-rounded discussions on various aspects of the Scan. Emily was commended for developing such a thorough report and the value of it as a resource for the Board and its Committees was noted.

*E. Grant left the meeting at 7:33 pm following the education session.*

**6. Additions/Changes to the Agenda:** Item 9.2.2 Credentialing was removed from the agenda as there was no report for consideration.

**7. 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 8.0 Approval of Previous Minutes: September 24, 2020, 9.1.1 Compliance Report, and 9.6 KDH Auxiliary Report.*

Agenda Item 9.1.1 was momentarily discussed to clarify one point regarding the Long-Term Care Homes Act (LTCHA) Inspection, to which C. Burke, CNE, provided the appropriate response.

Under the Consent Agenda, the following motion was approved:

*8.0 Motion: On a motion duly moved, seconded and carried, the Board approved the Minutes of the Previous Meeting of September 24, 2020, as presented.*

**9. Reports**

**9.1 Hospital**

**9.1.2 CEO Report**

F. Vassallo spoke to the CEO Report, specifically highlighting the upcoming workshop bringing together the KDH-initiated North Rideau Health Alliance OHT and the Three Rivers OHT on November 6, 2020. The workshop will provide an opportunity for the two OHTs to consider partnering in the OHT process. F. Vassallo also discussed good news regarding a grant to be awarded to KDH by the Canadian Medical Association (CMA) Foundation from its \$5 million COVID-19 Community Hospital Fund; the Fund was designed to support smaller hospitals across the country with one-time grants up to \$100,000. Once the formal agreement is received from the CMA Foundation, a public announcement will be made.

**9.1.3 CNO Report**

C. Burke addressed her report briefly, emphasizing that strategies are in place to ensure all services are continuing during the pandemic. An update on the flu season and vaccination process for staff was provided, with C. Burke noting that initial doses received are limited and will be provided to front-line staff first, then proceeding through the other hospital departments accordingly.

**9.2 Chief of Staff**

**9.2.1 Chief of Staff Report**

Dr. McGregor briefly spoke to her report. There were no credentialing items to bring for approval, and no other actionable items to present.

### 9.3 Governance Committee

#### 9.3.1 Governance Chair Report

A. Vignuzzi highlighted activities addressed at the October 13, 2020 Governance Committee Meeting including Board education topics for the current Board year.

Board Recruitment was discussed and the process for candidate selection was reviewed. Depending on how the interviews go, the Board may need to review and amend the hospital by-laws to reflect recommendations of the Governance Committee and Nominating Sub-Committee with respect to Board composition. The Board will be kept apprised of any need to revise the by-laws resulting from this process.

### 9.4 Quality and Safety Committee

#### 9.4.1 Quality and Safety Committee Chair Report

E. MacPherson gave an overview of the activities of the Quality and Safety Committee and its meeting of October 20, 2020. The main purpose of that meeting was to focus on the 2020 Environmental Scan Update. Discussion then followed regarding the implications of changes in demographics, lessons learned, etc.

Board members then moved discussion to the potential impact the new correctional facility could have on KDH over the next several years. KDH will be involved in the initial consultation session New Kemptville Facility: For Municipality of North Grenville and Key Stakeholders with the Solicitor General on October 30, 2020, and will keep the Board apprised of the information gleaned from this meeting.

10. **KDH Board Action Registry:** *No outstanding Actions.*
11. **Next Meeting:** Thursday, November 26, 2020, at 6:30 pm.
12. **Pause:** *Brief pause.*
13. **In Camera:**
  - No In Camera session was required.
14. **Adjournment:** There being no further business, the meeting was adjourned on a motion at 8:15 pm.



---

F. Vassallo, CEO



---

R. Morais, Board Chair