

**Kemptville District Hospital  
Board of Directors Meeting  
Thursday, January 28, 2021  
Via Telus Business Connect Meeting  
6:30 PM**

## Minutes

1. **Call to Order:** R. Morais, Board Chair, called the meeting to order at 6:33 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		√		C. Burke		X		L. Carnegie		√	
A. Carrière		√		C. Chisholm		X		P.-E. Cloutier		√	
P. Currie		√		B. Hale		X		M. Harrison		√	
Dr. L. Luong			X	E. MacPherson		√		Dr. P. McGregor		√	
S. Mincoff		√		R. Morais (Chair)				J. Nolan		√	
S. Saslove		√		K. Strackerjan		√		D. Thompson		√	
F. Vassallo		√		A. Vignuzzi		√		A. Yee		√	
<b>Staff, Management &amp; Guests:</b>											
M. Hewitt		√		L. LeClair		√		L. Mignault (Recorder)		√	
J. Read		√		C. Butler		√					

3. **Re-affirming Mission:** P. Currie 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. **Education:** F. Vassallo introduced Catherine Butler, VP Home and Community Care from the Champlain LHIN, who shared her insight on 'Home and Community Care System Transition' with the Board during the Education segment of the meeting. A brief Q&A session followed the informative presentation, with topical discussion on the current and future state of home and community care.
- C. Butler left the meeting at 7:27 pm.*
6. **Additions/Changes to the Agenda:** Addition to the Agenda under Governance Committee Report of Item **9.3.2 Governance Committee Report, 2020-2021 Officers and Committee Participation List, and 9.4.0 Strategic Planning Ad Hoc Committee Update.**

R. Morais took the opportunity to acknowledge **Bell Let's Talk Day**.

**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: November 26, 2020, 9.1.1 Compliance Report, 9.5.2 2021/2022 Hospital Operating Budget Update, and 9.6 KDH Auxiliary Report.***

**Item 9.1.1 Compliance Report** was removed from the Consent Agenda for brief discussion as there was a question regarding the Long-Term Care Inspection that was reported on; this was clarified.

In addition, R. Morais, Board Chair, acknowledged the KDH Auxiliary Report and the phenomenal work being done by the volunteers despite COVID-19 restrictions. They have done a fantastic job and are so influential in how we deliver services.

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 November 26, 2020, as presented, with one edit.***

There was a request made to the edit the Minutes of November 26, 2020 to change 'Board composition' to 'Board size'; this was duly noted and the Minutes will be modified accordingly.

**9. Reports**

**9.1 Hospital**

**9.1.2 CEO Report**

F. Vassallo supplemented his written report with an update on events that have occurred since the Agenda package was distributed. This included noting a revision to the North Grenville COVID-19 Assessment Centre statistics that were reported.

**9.1.3 CNO Report**

There was no discussion on the CNO Report, which was included in the materials.

**9.2 Chief of Staff**

**9.2.1 COS Report**

Dr. P. McGregor spoke briefly on the report and added commentary on the pending COVID-19 vaccination processes.

**9.2.2 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. Chidam YEGAPPAN	Courtesy – S/OR Anaesthesia
	√	Dr. Annelise MILLER	Courtesy – Emergency
	√	Dr. David A. BRAGANZA	Courtesy – Emergency
√		Dr. J. Whitcomb POLLOCK	Courtesy – S/OR Orthopaedics
	√	Dr. Druvtej AMBATI	Courtesy – S/OR Anaesthesia

## STATEMENT OF COMPLIANCE

It is attested that currently all physicians practicing at Kemptonville District Hospital hold valid privileges.

### 9.2.3 Medical Staff Policy Review: No. 18 Disclosure of Harm

*Motion: On a motion duly moved, seconded and carried, the Board approved the review of Medical Staff Policy No. 18 Disclosure of Harm, as presented.*

## 9.3 Governance Committee

### 9.3.1 Governance Committee Chair Report

A. Vignuzzi updated the members on the Governance Committee meeting held earlier in the evening which focussed on the following item:

### 9.3.2 2020-2021 Officers and Committee Participation List

*Motion: On a motion duly moved, seconded and carried, the Board approved the changes to the 2020-2021 Officers and Committee Participation List, as presented.*

## 9.4 Quality and Safety Committee

### 9.4.1 Quality and Safety Committee Chair Report

E. MacPherson reviewed activities from the Quality and Safety Committee meeting of January 19, 2021. The verbal report highlighted the Annual Report and research studies regarding transitions in care that were circulated to the Committee, from the Centre for Quality and Patient Safety Research.

### 9.4.2 Staff Recruitment, Retention and Wellness

L. LeClair shared the current challenges regarding staffing and staff wellness, particularly with the COVID influencing factors, as well as the mitigations KDH is putting in place to address them.

### 9.4.3 Healthy Hospital Engagement Survey

Results of KDH's most recent Employee Survey were reviewed by L. LeClair.

## **9.5 Corporate Services Committee**

### **9.5.1 Corporate Services Committee Chair Report**

Committee Chair P. Currie gave a verbal update on relevant topics covered during the Corporate Services Committee meeting of January 21, 2021. References were made to the current Budget process and Fiscal Advisory Committee input, as well as upcoming tasks to be completed before fiscal year-end.

## **9.6 Strategic Planning Ad Hoc Committee Update (*verbally reported followed item 9.3.2 above*)**

P.-E. Cloutier, Committee Chair, gave a thorough update on the activities and actions being conducted in advance of KDH's next Strategic Plan. This included revising the committee's structured membership, establishing a research working group, and seeking assistance from external professionals in Stakeholder Engagement. The Board will continue to receive updates as the Ad Hoc Committee works through its Action Plan.

- 10. KDH Board Action Registry:** *No outstanding Actions.*
- 11. Next Meeting:** Thursday, February 25, 2021, at 6:30 pm.
- 12. Pause:** *Brief pause to confirm whether moving in camera.*
- 13. In Camera:** **No in camera session was requested.**
- 14. Adjournment:** There being no further business, the meeting was adjourned on a motion at 8:26 pm.



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F. Vassallo, CEO



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R. Morais, Board Chair