

**Kemptville District Hospital
Board of Directors Meeting
Thursday, March 25, 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	√	L. Carnegie	√
A. Carrière	√		C. Chisholm	√	P.-E. Cloutier	√
P. Currie	√		B. Hale	√	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	√
Staff, Management & Guests:						
M. Hewitt	√		L. LeClair	√	L. Mignault (Recorder)	√
(G) Dr. S. Rutherford	√					

3. **Re-affirming Mission:** A. Yee re-affirmed KDH's Mission.
4. **Client Centred Care – Patient Stories:** While there were no Patient Stories at the meeting, CEO F. Vassallo took the opportunity to share kudos recently expressed by Abby McIntyre, Communications Lead at Brockville General Hospital, about a family member's experience receiving their COVID-19 vaccine at the North Grenville Vaccination Site.
5. **Education:** F. Vassallo introduced guest Dr. Suzanne Rutherford, of the North Grenville COVID-19 Assessment Centre and Vaccination Site. Dr. Rutherford, who is also KDH's Chief of Family Medicine, provided the members with a summary of the huge success of both centres and cited the contributing factors that have allowed for such an outstanding result in our community, including the support of KDH, the Municipality of North Grenville, and EORLA, with their exceptional turnaround times for results. The processes in place at both centres have been heralded as success stories and held up as models for other areas and centres to follow.

C. Chisholm joined the meeting at 6:50 pm.

Members asked Dr. Rutherford a variety of questions about processes and procedures for vaccination bookings and COVID testing, and conveyed their own kudos on the successes of the centres.

Dr. Rutherford left the meeting at 7:35 pm.

6. Additions/Changes to the Agenda: None.

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: February 25, 2021, 9.1.1 Compliance Report, and 9.6 KDH Auxiliary Report.

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 February 25, 2021, as presented.

9. Reports

9.1 Hospital

9.1.2 CEO Report

F. Vassallo supplemented his written report with an update on events that occurred following the distribution of the Agenda package; this included a budgetary meeting held by the OHA earlier in the day, at which it was shared that COVID reimbursements will continue into the new fiscal year. In addition, he noted the contributions of research student Joelle DesChatelets, who is working with KDH on our Strategic Planning process and OHT application. She has worked very hard and has provided excellent input on both projects; in addition she has been a delight to have on board.

9.1.3 CNO Report

C. Burke provided her written report, noting she had nothing further to add.

9.1.4 Service Accountability Agreements (Hospital and Long-Term Care) Extensions

Motion: On a motion duly moved, seconded and carried, the Board approved that KDH accept the Notice and Extension of Service Accountability Agreement(s) (SAA(s)) (“Extending Letter”) proposed from the Champlain LHIN, to amend the SAA’s Term and Schedules to March 31, 2022.

9.2 Chief of Staff

9.2.1 COS Report

Dr. P. McGregor reported on activities within the COS portfolio. Additional detail was provided on the Incident Command Structure, which remains active, with bed pressures high due to Long-Term Care beds being blocked for COVID surges.

Staffing additional beds for surgeries remains a concern without any additional funding from the Ministry to support this.

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:

Application	Re-Application	Physician	Privilege Category
	✓	Dr. Aajab Abdulhussein	Courtesy - Emergency
	✓	Dr. Nizar Al Nakshabandi	Courtesy - Radiology
	✓	Dr. John Bennett	Courtesy - Radiology
	✓	Dr. Frances Berkman	Courtesy - Surgical Assist
LOGs		Dr. Barbara Bielawska	Courtesy - S/OR - Gastroenterology
	✓	Dr. Emily Conway	Courtesy - Emergency
	✓	Dr. Jean Pierre De Villiers	Courtesy - Radiology
	✓	Dr. Harinder Dhaliwal	Courtesy - Gastroenterology
	✓	Dr. Mona Effendi	Courtesy - Surgical Assist
	✓	Dr. Melissa Forbes	Courtesy - Anaesthesia with admitting
	✓	Dr. Mitchell Fox	Courtesy - Physical Medicine & Rehabilitation
	✓	Dr. Lucas Gil	Courtesy - Anaesthesia
	✓	Dr. Keely E. Giles	Courtesy - Family Medicine
	✓	Dr. Antonio Giulivi	Courtesy - Hematological Pathology
	✓	Dr. Spencer Gutcher	Courtesy - Anaesthesia
	✓	Dr. Tahereh Hosseini	Courtesy - Emergency
	✓	Dr. Hicham Ibrahim	Courtesy - Dermatology
	✓	Dr. Zeeya Jamal	Courtesy - Pain Clinic
	✓	Dr. Nadine Kaefer	Active - Family Medicine
	✓	Dr. Yvonne Kaethler	Courtesy - Anaesthesia
	✓	Dr. Pamella Lai	Courtesy - Emergency
LOGs		Dr. Allan Liew	Courtesy - S/OR – Orthopaedics - pending Occ Health clearance
	✓	Dr. Carla Lipan	Courtesy - Anaesthesia
	✓	Dr. Christopher Mireault	Courtesy - Anaesthesia
	✓	Dr. Dominique Miron	Courtesy - Surgical Assist
	✓	Dr. Edgardo Perez	Courtesy - Psychiatry

	✓	Dr. Patricia Peticca	Courtesy - Endocrinology
	✓	Dr. Michael Pickell	Courtesy - Orthopaedics
	✓	Dr. Jose Pires	Courtesy - General Surgery
	✓	Dr. James Randall	Courtesy—Orthopaedics
	✓	Dr. Kenneth Sabourin	Courtesy - Surgical Assist
	✓	Dr. Adam Sachs	Courtesy - Orthopaedics
	✓	Dr. Nina Singh	Courtesy - Radiology
	✓	Dr. Aamir Suhail	Courtesy - Radiology
	✓	Dr. Allan Taylor	Courtesy - Emergency
	✓	Dr. Colin Taylor	Courtesy - Radiology
	✓	Dr. Dirk Van Der Merwe	Courtesy - Radiology
	✓	Dr. Richard Waldolf	Courtesy - Anaesthesia
	✓	Dr. Sarah Ward	Courtesy - Emergency
	✓	Dr. Darryl Young	Courtesy - Orthopaedics
	✓	Dr. Yu Shan (Wendy) Zhang	Courtesy - Emergency
	✓	Dr. Susan Zhu	Courtesy - Anaesthesia

Note: It has been realized that Dr. James Randall's name was on the list of credentials presented to the Board in March 2021 for approval, when in fact he did not submit an application for reappointment. His name has been crossed off this list.

STATEMENT OF COMPLIANCE

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

9.2.3 Medical Staff Policy No. 6 Emergency Department Qualifications

Motion: On a motion duly moved, seconded and carried, the Board approved Medical Staff Policy No. 6 Emergency Department Qualifications, as presented.

9.3 Governance Committee

9.3.1 Governance Committee Chair Report

A. Vignuzzi updated the members on the recent meeting of March 9, 2021, including the annual Officers and Committee Participation listing, and noted that all three officer positions are open for nominations until June 1. He will reach out to members regarding committee participation in the coming year.

9.3.2 Board Management Office: Deferral of Non-Critical/Non-High Priority Work

L. LeClair reviewed the supporting documentation regarding the deferral of non-critical/non-high priority work of the Board Management Office and Senior

Leadership. Under the current overarching pressures of COVID-19, only work deemed critical and high priority will be focussed on over the next several months so that efforts can be directed toward the mission critical and operational needs. It was suggested that the critical and high priority work may be done differently and delivered more efficiently. Any identified risks or elevated risks will be brought forward for immediate attention as required.

9.4 Quality and Safety Committee: (No Report - did not meet in March)

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 March 18, 2021. Three main items were addressed, including the Audit Planning Report that was presented by KPMG; this was approved by the Committee for the 2020-2021 Audit. The other items were the RVHS updated forecasting strategy and the Epic implementation, which was further supported by a presentation by S. Shamji and Dr. Geiger from The Ottawa Hospital at the meeting.

9.5.2 Epic

F. Vassallo and M. Hewitt gave a detailed background and overview of the Epic implementation, and augmented the discussion with a slide presentation. The proposal requiring formal approval will be brought to the Board at the April meeting. Discussion, feedback and commentary from members will be built into the final proposal.

The Medical Staff will receive education on Epic at a meeting beforehand. It is imperative that they be actively engaged and involved, and as such will be presented with the implementation proposal at the upcoming Medical Committee meeting in April.

The Total Cost of Ownership, funding sources, infrastructure and redistribution of assets were also reviewed in anticipation of the project implementation. Members of the Board will be given another opportunity to review and discuss further with a complete picture at the April Board meeting.

9.7 Strategic Planning Ad Hoc Committee

P.-E. Cloutier, Committee Chair, noted that the committee had not met, but will upon receiving new material to review and discuss. The research working group has been finalizing the Surveys and Facilitated Sessions in April as the Strategic Planning process advances to the next steps.

9.8 Accreditation Sub-Committee Update

E. MacPherson provided a verbal update on the Sub-Committee activities since reconvening following the last Board meeting. The focus will be on providing education sessions at each Board meeting leading up to the September Accreditation

survey. Some Board members will be selected to participate in interviews with the Surveyors and there is also work for each committee to complete, such as the Governance Committee's review of Board Policy 04 Emergency CEO Succession, and the Quality and Safety Committee's review of Accountability for Quality ROPs (Required Organizational Practices). These reviews will be added to the critical/high priority work list previously discussed. It was noted that Directors A. Carrière and C. Burke have both worked on Accreditation teams before and will be valuable resources to the team.

10. **KDH Board Action Registry:** *No outstanding Actions.*
11. **Next Meeting:** Thursday, April 22, 2021, at 6:30 pm.
12. **Pause:** *Brief pause to confirm if 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 8:38 pm.



F. Vassallo, CEO



R. Morais, Board Chair