

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

Minutes

1. **Call to Order:** E. MacPherson, 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 E. MacPherson:

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.

A welcome was extended to guests Imran Ahmad and Roohie Sharma of Norton Rose Fullbright Canada.

Directors:	Present	Regrets		Present	Regrets		Present	Regrets
B. Baxter		X	C. Burke	√		L. Carnegie	√	
A. Carrière		X	C. Chisholm	√		P.-E. Cloutier	√	
B. Hale	√		M. Harrison		X	Dr. L. Luong		X
E. MacPherson (Chair)	√		S. Mincoff	√		R. Morais		X
J. Nolan		X	M. Norenberg	√		S. Saslove	√	
Dr. C. Sentongo	√		K. Strackerjan	√		D. Thompson	√	
F. Vassallo	√		A. Vignuzzi	√		A. Yee		X

Management, Staff & Guests:

M. Hewitt	√		L. LeClair	√		L. Mignault (Recorder)	√	
J. Read	√		I. Ahmad (Invited Guest)	√		R. Sharma (Invited Guest)	√	

3. **Re-affirming Mission:** S. Saslove re-affirmed KDH's Mission.
4. **Client Centred Care – Patient Stories:** *To follow Item 5.0 Education Session.*
5. E. MacPherson introduced Imran Ahmad, Partner, Head of Technology, Co-Chair Data Protection, Privacy & Cybersecurity, and Roohie Sharma, Associate, of Norton Rose Fulbright Canada to provide a debrief on the recent cyberattack at KDH. It shall be noted that details of the attack and any subsequent discussions will not be shared in the minutes at

this time, and that a fulsome communication will be provided at the conclusion of the investigation and included in the minutes at such time they are shared.

- Motion was made to move In Camera at 6:40 pm.
- Motion was made to move out of In Camera at 7:42 pm

P.-E. Cloutier joined the meeting at 7:09 pm.

R. Sharma and I. Ahmad left the meeting at 7:30 pm.

- 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.
- 6. Additions/Changes to the Agenda: Item 5.0 Education Session: Duties and Expectations of Individual Directors and Item 9.5.2 IHI White Paper Assessment Tool Results** were both deferred to the November 25, 2021 meeting.
- 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 28, 2021, 9.1.1 Compliance Report, and 9.3.2 2021-2022 Board Education Calendar.

Under the Consent Agenda, the following motions were approved:

8.0 Motion: On a motion duly moved, seconded and carried, the Board approved the Minutes of the Previous Meeting of September 28, 2021, as presented.

9. Reports

9.1 Hospital

9.1.2 CEO Report

F. Vassallo addressed the CEO Report, noting that since writing his report to Board, he had received a response letter to Premier Doug Ford from the OHA on mandatory vaccination policies and the need to provide a united front. Due to the cybersecurity incident, the letter was not accessible to share with the Board. The CT Scan project is moving along and is not impacted by our current IT issues. Recent discussions have been held with North Grenville Mayor Nancy Peckford regarding contributions to the project by the municipality, although no funding figure commitment has been made at this time. Conversation continues with The Ottawa Hospital to further our intent to bring gynecology services to KDH. Finally, the OHT has a new name, Ottawa West Four Rivers OHT, after receiving over 1,000 responses in a massive community engagement process; the new name will be formally announced in the next few days.

9.1.3 CNO Report

C. Burke updated members on activities occurring at the hospital since her last report; these have been mainly focussed on working through the challenges of impacted services resulting from the cybersecurity incident.

9.2 Chief of Staff

9.2.1 Chief of Staff Report

Dr. C. Sentongo noted that his report was submitted prior to the recent cyber event, and that additional comments were reflective of this, including details of the ER closure. Medical Advisory Committee (MAC) met recently and fully endorsed the hospital's Mandatory Vaccination Policy. In other areas, the COVID numbers are still decreasing, the Once Number to Call has been revitalized, and the new Chiefs of Departments have been warmly welcomed. At the same time, Dr. Rutherford has submitted her resignation as Chief of Family Medicine. When asked about vaccine hesitancy among KDH staff, Dr. Sentongo noted there are only a few staff with legitimate medical reasons for not receiving the vaccine; the Physicians are at 100%.

9.3 KDH Foundation Report

M. Norenberg provided members with a summary of activities that the Foundation has been working on, including receiving generous donations from the community: \$3,500 from The Beer Store in support of Wellness Access for Youth (WAY); \$1,500 from two eQuinelle residents who hosted community garage sales; and \$9,700 from the Tim Hortons Smile Cookie Campaign (she expressed thanks to the KDH Auxiliary for decorating the cookies). The Foundation will begin their annual appeal to donors with their letter going out in early November.

9.4 Governance Committee

9.4.1 Governance Committee Chair Report

C. Chisholm, Governance Vice-Chair, reviewed briefly the activities of the October 12, 2021 Governance Committee meeting, where education, OHT updates and the Draft Executive Committee Terms of Reference Policy were reviewed and discussed.

9.4.2 Board Policy – New Draft #26 Executive Committee Terms of Reference

Motion: On a motion duly moved, seconded and carried, the Board approved the Board Policy #26 Executive Committee Terms of Reference, as presented and amended.

9.5 Quality and Safety Committee

9.5.1 Quality and Safety Committee Chair Report

M. Harrison, Committee Chair, conveyed the activities of the October 19, 2021 meeting, at which the focus was on the Institute for Healthcare Improvement (IHI)

White Paper Assessment tool. The Assessment was completed and will be presented at the next meeting with the Patient Perspective Framework for Quality and Risk.

9.6 Corporate Services Committee

9.6.1 Corporate Services Committee Chair Report

S. Saslove briefly highlighted the activities of the October 21, 2021 Committee meeting, which was a placeholder only until the cyberattack occurred. Members had an opportunity to discuss the recent attack, reviewed Epic implementation, the Budget process, which is currently on hold with the Ministry, and the RVHS Transition Strategy.

9.8 Strategic Planning Ad Hoc Committee Chair Report

P.-E. Cloutier commented that after the last meeting, the working group met to review all feedback to date, and the writers are working on a first draft of the Strategic Plan. The process is currently delayed for approximately two weeks due to the cyberattack.

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

11. Next Meeting: Thursday, November 25, 2021, at 6:30 pm via Teleconference.

12. In Camera:

- Motion was made to move In Camera at 8:22 pm.
- Motion was made to move out of In Camera at 8:25 pm

9.2.2 Credentialing

Motion: On a motion duly moved, seconded and carried, the Board approved that the credentialing report from Dr. C. Sentongo be accepted as presented.

13. Adjournment: There being no further business, the meeting was adjourned on a motion at 8:25 pm.



F. Vassallo, CEO



E. MacPherson, Board Chair