

**Kemptville District Hospital
Board of Directors Meeting
Thursday, May 26, 2022
Via Microsoft Teams Meeting
6:30 pm**

Minutes

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

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.

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

Management, Staff & Guests:

L. LeClair		X	L. Mignault (Recorder)	√		J. Read	√	
B. Rivard	√		D. Coletto, Abacus Data (Invited Guest)	√		R. Clayton, KPMG (Invited Guest)	√	
Jonathan Généreux, KPMG (Invited Guest)	√		B. Drenth, Santis (Invited Guest)	√				

3. **Re-affirming Mission:** Jennifer Ellis 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 Session:** F. Vassallo, CEO, introduced David Coletto, CEO of Abacus Data, and welcomed him to the Board meeting. Mr. Coletto presented on *The Public Pulse: Healthcare, an Election, Voter Mindset*, providing members with insight on voter perspectives in advance of the upcoming provincial election. Details were conveyed from research and analysis on problems facing Ontario, a review of the party leaders, and issues

impacting voters. The presentation concluded with a segment specific to health care followed by questions and open discussion on the information provided.

Mr. Coletto left the meeting at 7:28 pm.

Ms. B. Drenth joined the meeting at 7:31 pm.

9.7.2 Supplemental Report for Draft Audited Financial Statements and Audit Report 2021-2022

Motion: On a motion duly moved, seconded and carried, the Board approved the Draft Audited Financial Statements for the Year Ended March 31, 2022 as presented, with no changes between today and the date of the auditor's report for presentation at the Annual General Meeting. Any changes to the financials will require a new motion.

S. Saslove, KDH Treasurer and Corporate Services Chair, introduced the 2021-2022 Draft Audited Financial Statements and Audit Report, presented by R. Clayton and J. Généreux of KPMG.

CFO B. Rivard provided opening comments on significant events in the audit year and the impacts they had on the financials, which included Epic Implementation, Code Grey Cyber Attack, Dissolution of RVHS, Sale of the Hilltop Crescent property and COVID Incremental Costs.

R. Clayton stated that this was a clean audit opinion, with no concerns. He noted that the Financial Statements contain COVID notes as in the past year's audit, and demonstrate the dissolution of RVHS; from an audit perspective, the team was well-supported. There are no significant issues to bring to the Board regarding the audit and financial statements. Appreciation was conveyed to B. Rivard and the Finance team for the completion of the audit under strict deadlines.

Mr. Clayton and Mr. Généreux left the meeting at 7:40 pm.

9.9.1 Strategic Planning Ad Hoc Committee Chair Report and Draft 2022-2026 KDH Strategic Plan

A. Yee, Chair of the Ad Hoc Committee, welcomed B. Drenth from Santis Health to present the Draft 2022-2026 Strategic Plan to the Board. The Board was given an overview of the process, timelines, and phases that have been completed to bring the Draft to fruition and the final steps involved in bringing the KDH 2022-2026 Strategic Plan for approval at the June 23, 2022 Board Meeting. In the process, the Vision and Mission were reviewed, as were the Values that KDH stands behind. The five new Strategic Directions were introduced along with the key priorities that will support each direction. Work on the graphics and schematic continues, with the finished product to be finalized upon approval. Board Chair E. MacPherson encouraged all members take some time to reflect on the Draft Strategic Plan and provide all feedback and comments to A. Yee by Friday, June 3, 2022.

Ms. Drenth left the meeting at 8:08 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: May 2, 2022, 9.1 Board Chair Report, 9.2.1 Compliance Report, 9.2.4 Strategic Indicator Dashboard Q4, 9.2.5 Enterprise Risk Management Dashboard Q4, 9.5.3 ONCA Update, 9.6.2 2021-2022 Q4 Patient Engagement Strategy, 9.6.3 IHI Assessment Action Plan, and 9.8 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 May 2, 2022, as presented.

9. Reports

9.1 Board Chair Report

Although this report was on the Consent Agenda, an addition was made verbally by E. MacPherson to announce that the KDH Foundation will be holding the 2022 Corporate Golf Classic on Tuesday, July 26, 2022, and encouraged members to participate. The Foundation is looking for more teams, and anyone wishing to join is asked to reach out to Mary Boucher at the KDH Foundation to register.

9.2 Hospital

9.2.2 CEO Report

F. Vassallo augmented the CEO Report by highlighting that the CT scan funding request to the United Counties of Leeds Grenville is now in the final run for approval; a decision is anticipated in the next week or two.

9.2.3 CNO Report

J. Ellis, VP of Nursing/CNO, briefly addressed her CNO Report for May, where Nurses Week celebrations took centre stage, and she shared that KDH has recently hired a new Manager for Quality, Education and Long Stay and have been onboarding her to KDH.

9.3 Chief of Staff

9.3.1 Chief of Staff Report

Dr. C. Sentongo had no further comments regarding his written COS Report.

Motion: On a motion duly moved, the Board approved to move in camera at 8:12 pm.

Motion: On a motion duly moved, the Board approved to move out of in camera at 8:16 pm.

9.3.2 Credentialing

Motion: On a motion duly moved, seconded and carried, the Board approved hospital privileges for physicians as set out below:

Temp	App	Re-App	Physician	Privilege Category	KDH Primary	Change in Category	Restrictions
	√		Dr. Sergio PASIAN	COURTESY – Radiology			
	√		Dr. Marion Jane RENDELL	COURTESY – Radiology			
		√	Dr. Vivkae UMADAT	COURTESY – Family Medicine		Adding Surgical Assist	

STATEMENT OF COMPLIANCE

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

9.3.3 Medical Staff Policies

Motion: On a motion duly moved, seconded and carried, the Board approved Medical Staff Policy No. 19 – Responsibility of Historical and Physical Documentation, as presented.

9.4 KDH Foundation Report: *No report.*

9.5 Governance Committee

9.5.1 Governance Chair Report

Governance Committee Chair J. Nolan updated members on recent activities from the May 10, 2022 meeting, which included development of the new Officers and Committee Participation List. The list is in good shape for the coming Board year and includes placeholders for the new directors coming on; it will be populated in time for the September start of Board and Committees.

Board recruitment is progressing well with seven of nine interviews complete. The remaining two are scheduled for next week, to be followed by selection of the final five candidates to recommend to Board for election at the AGM.

A change in process this year to having brief one-on-one pre-interview calls with the Governance Chair, as well as providing the interview questions in advance, has proved to be effective in that the candidates are better prepared and have more robust conversations. The pre-interview calls provided an opportunity to begin meaningful

relationships and represent a great change in strategy for the process, allowing for more engaged discussion.

9.5.2 2021-2022 Operational Plan (July 1, 2021 to New Strategic Plan) Report at March 31, 2022

At the Governance Committee meeting in May, the members were provided with a walk-through of all the strategic goals that were met during the past very challenging year. The Committee wanted the full Board to see first-hand all the work that has been done under stringent timelines and in the midst of unusual circumstances. In reviewing the progress against the strategic goals, F. Vassallo highlighted KDH's many achievements during such a difficult year, while also discussing some goals that continue to be actioned.

9.6 Quality and Safety Committee

9.6.1 Quality and Safety Chair Report

M. Harrison briefly reviewed activity from the May meeting where the Institute for Healthcare Improvement (IHI) Assessment Action Plan at Q4 was reported. The committee wrapped up its assessment of this year's work; the Action Plan will be revisited in September and the Committee will determine how often to consider and items not addressed this year.

9.6.4 Workplace Violence Incident

Motion: On a motion duly moved, the Board approved to move in camera at 8:43 pm.

Motion: On a motion duly moved, the Board approved to move out of in camera at 8:50 pm.

Discussion occurred regarding a Workplace Violence Incident.

9.7 Corporate Services Committee

9.7.1 Corporate Services Chair Report

S. Saslove had nothing further to add from the Corporate Services May meeting other than the Audit Report, which was addressed earlier in meeting in Item 9.7.2.

9.7.2 Supplemental Report for Draft Audited Financial Statements and Audit Report 2021-2022 – Addressed earlier in Agenda.

9.9 Strategic Planning Ad Hoc Committee – Addressed earlier in Agenda.

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

11. Next Meeting: Thursday, June 23, 2022, at 6:30 pm via Teleconference.

- **6:30 PM:** Annual General Meeting – virtual Teams Meeting
- **6:45 PM:** Board Meeting – virtual Teams Meeting

12. In Camera Motion and Pause: *No In Camera session was requested.*

13. In Camera: *Not required.*

14. Adjournment: There being no further business, the meeting was adjourned on a motion at 8:50 p.m.



F. Vassallo, CEO



E. MacPherson, Board Chair