

**Kemptville District Hospital
Board of Directors Meeting
Thursday, June 23, 2022
Via Microsoft Teams Meeting
7:00 pm**

Minutes

1. **Call to Order:** E. MacPherson, Board Chair, called the meeting to order at 7:06 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
G. Bebeung		X	E. Bonokoski	√		L. Carnegie	√	
A. Carrière	√		C. Chisholm	√		J. Ellis	√	
B. Hale	√		M. Harrison	√		Dr. L. Luong		X
E. MacPherson (Chair)	√		S. Mincoff		X	J. Nolan	√	
M. Norenberg		X	J. Panciuk		X	Y. Pelletier		X
S. Saslove	√		Dr. C. Sentongo	√		K. Strackerjan	√	
F. Vassallo	√		A. Vignuzzi	√		A. Yee		X
H. Zipes	√							

Management, Staff & Guests:

L. Mignault (Recorder)		X	J. Read	√		B. Rivard	√	
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3. **Re-affirming KDH Mission:** A. Vignuzzi stated he was honored to be re-affirming the revised KDH Mission that was included in the KDH 2022-2026 Strategic Plan, approved earlier in the day.
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:** *No Education session scheduled for June.*
6. **Additions/Changes to the Agenda:** 9.5.1 Quality and Safety Chair Report was moved to follow 6.0, as the Committee Chair needed to be excused from the meeting early.

9.5 Quality and Safety Committee

9.5.1 Quality and Safety Chair Report

M. Harrison reviewed the recent activities of the Committee from the meeting of June 21, 2022, at which the Quality Improvement Plan was approved for recommendation to the Board. She highlighted the Committee’s work on Institute for Healthcare Improvement (IHI) oversight, explaining how the Committee engaged and evaluated KDH, narrowing down areas of improvement. The Chair also extended her appreciation to the Committee members and administrative staff for their support during the year.

9.5.2 Critical Incident Reporting

The Quality and Safety Committee and Board are to be informed of a critical incident at two points in the process as set out in the “Hospital Response Process for Patient Safety and Critical Incidents”. The Hospital is also obligated to report to Board under the Public Hospitals Act, Regulation 965. It was agreed that, to further Board oversight, this additional confirmation will be added to every Quality and Safety Committee Agenda going forward, whereby it will be stated that there have been no critical incidents reported since the last report to the Committee, should this be the case.

7. Consent Agenda - Motion to Receive Information 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 Minutes of Previous Meeting: May 26, 2022, 9.1.1 Compliance Report, 9.1.4 HSAA Attestation Declaration of Compliance, 9.1.5 BPSAA Declaration of Compliance, and 9.2.3 Chiefs of Department HR Plans.

9. Reports

9.1 Hospital

9.1.2 CEO Report – see Annual Report provided at AGM.

F. Vassallo expressed how proud he was of the way the Senior Leadership Team and their supports rallied together to find solutions and fill any gaps with respect to VP of Corporate Services L. LeClair’s recent absence, and how these activities help shape our culture, which is to be respectful and kind even while working through challenging times.

9.1.3 CNO Report

J. Ellis briefly touched on highlights within the CNO Report included in the Agenda package.

9.2 Chief of Staff

9.2.1 COS Report

Dr. C. Sentongo spoke to his report which continues to focus on COVID impacts as well as Health Human Resource concerns that continue to challenge our health system across the region and province.

Motion: On a motion duly moved, the Board approved to move in camera at 7:30 pm.

Motion: On a motion duly moved, the Board approved to move out of in camera at 7:34 pm.

9.2.2 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. Sukhbir SINGH	COURTESY – Obstetrics			
	√		Dr. Jinchao XIE	COURTESY-Transfusion			<i>Ordering privileges only</i>

STATEMENT OF COMPLIANCE

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

9.2.4 Medical Staff Policy Review – Policy #34 Emergency and In-Patient Services Committee

Motion: On a motion duly moved, seconded and carried, the Board approved Medical Staff Policy #34 Emergency and In-Patient Services Committee as presented.

9.4 Governance Committee

9.4.1 Governance Chair Report

J. Nolan, Committee Chair, introduced the Election of Officers for Board approval, briefly reviewing the process. As there was only one candidate nomination for each position, the candidates were declared elected. As such, the Officers in place for 2021-2022 will remain the same for 2022-2023.

The Board of Directors Committee List was also provided for approval, with J. Nolan noting that the newly elected Directors will be assigned to the Committees following the AGM and a revised listing will be brought forward to the September

Governance Committee meeting along with confirmation of any other vacancies outstanding at that time.

Appreciation was extended to the Governance Committee and Staff for their ongoing support and for managing the additional workload involved in the Director Recruitment process.

9.4.2 Election of Officers

Motion: On a motion duly moved, seconded and carried, the Board approved that Elizabeth MacPherson be declared elected as Board Chair, Jeff Nolan as Vice-Chair and Stephen Saslove as Treasurer.

9.4.3 Board of Directors Committee List

Motion: On a motion duly moved, seconded and carried, the Board approved the 2022-2023 Board of Directors Officers and Committee Participation List with one amendment: the addition of B. Hale to Fiscal Advisory Committee as the PFAC Member.

9.6 Corporate Services Committee

9.6.1 Corporate Services Chair Report

Committee Chair S. Saslove indicated that although there was no actual meeting in June there were two items that were distributed to the Committee for information: RVHS Update and HR Litigation Report. He gave a brief explanation of both reports. E. MacPherson thanked Mr. Saslove and all who worked on the extensive process involved to wrap up operations within RVHS.

9.7 KDH Auxiliary Report

A few additional items to the report were given, with Auxiliary President Linda Carnegie noting that *100 Women That Care* donated a new wheelchair and that two bursaries will be given in the coming week at the local high schools to students pursuing education in healthcare. Also, at the Auxiliary AGM, it was agreed to extend the Executive currently in place to a 3rd term in light of the disruption caused by COVID-19.

10. KDH Board Action Registry: No outstanding items.

11. Next Meeting: Thursday, September 29, 2022, at 6:30 pm via Teleconference.

12. In Camera – No In Camera was requested.

13. Adjournment: There being no further business, the meeting was adjourned on a motion at 7:51 p.m.



F. Vassallo, CEO



E. MacPherson, Board Chair