

**Kemptville District Hospital  
Board of Directors Meeting  
Thursday, October 27, 2022  
Via Microsoft Teams Meeting  
6:30 pm**

**Minutes**

1. **Call to Order:** E. MacPherson, Board Chair, called the meeting to order at 6:30 pm, and welcomed the newly elected Directors.
2. **Regrets / Quorum / Declaration of Conflicts:** Quorum was established and there were no conflicts declared.

Board Chair E. MacPherson made the following Territorial Acknowledgement:

*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.*

<b>Directors:</b>	Present	Regrets		Present	Regrets		Present	Regrets
G. Bebeung		X	E. Bonokoski	√		L. Carnegie	√	
A. Carrière	√		M. Harrison	√		J. Ellis	√	
B. Hale		X	S. Mincoff	√		Dr. L. Luong		X
E. MacPherson (Chair)	√		J. Panciuk	√		J. Nolan		X
S. Saslove		X	Dr. C. Sentongo	√		Y. Pelletier	√	
F. Vassallo			A. Vignuzzi	√		A. Yee	√	
H. Zipes	√							

**Management, Staff & Guests:**

L. LeClair	√		J. Read	√		B. Rivard	√	
L. Mignault, (Recorder)	√		C. Chisholm	√		J. Mavis (Invited Guest)	√	
J. Mitchell (Invited Guest)	√		M. Norenberg	√		K. Strackerjan	√	
D. Usher (Invited Guest)	√							

3. **Re-affirming KDH Mission:** A. Yee re-affirmed the KDH Mission.
4. **Client Centred Care – Patient Stories:** J. Read conveyed a compliment and a complaint, including the learning opportunities resulting from the complaint investigation.
5. **Education Session:** Joanne Mavis, KDH Foundation Executive Director, introduced Jenny Mitchell, Founder and President of Chavender, who presented on Project and Initiative Funding Methods and Capital Campaign Processes in advance of the Foundation's CT Scan feasibility study. They were joined by KDH Foundation Chair

Margret Norenberg and Foundation Director Dean Usher. Questions and comments were welcomed from members and details of the KDH CT Scan initiative progress were reviewed. Members posed questions and comments related to the discussions. As KDH moves into the RFP process for the construction and equipment and technology aspects, more information will be shared with the Board.

Board Chair E. MacPherson thanked the Foundation and guests for the presentation.

*J. Mavis, J. Mitchell, M. Norenberg and D. Usher left the meeting at 7:31 pm.*

**6. Additions/Changes to the Agenda:** None.

**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: September 29, 2022, 9.1.1 Compliance Report, 9.4.2 Board Retreat, and 9.6.4 Bi-Annual Healthy Hospital Employee Survey.*

Under the Consent Agenda, the following motion received approval:

*8.0 Motion: On a motion duly moved, seconded, and carried, the Board approved the Minutes of the Previous Meeting of September 29, 2022, as presented.*

**9. Reports**

**9.1 Hospital**

**9.1.2 CEO Report**

In addition to the written report, F. Vassallo noted that our Communications/Patient Relations Officer J. Read is working with indigenous partners to develop the Territorial Acknowledgement voiced at the beginning of each Board meeting into a plaque with accompanying artwork. The plan is to place a plaque at each of the four public entrances to the hospital. F. Vassallo commended J. Read for all the work she has done individually and in collaboration with various teams in contributing to initiatives such as the OHT, Patient Relations and Epic.

**9.1.3 CNO Report** – J. Ellis noted that Human Health Resources and Epic remain the focus of the CNO portfolio.

**9.2 Chief of Staff**

**9.2.1 COS Report**

Dr. C. Sentongo briefly commented on his written report; there were no concerns from members.

**Motion:** *On a motion duly moved, the Board approved to move in camera at 7:47 pm.*

**Motion:** *On a motion duly moved, the Board approved to move out of in camera at 7:49 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. Roberto GIACCONE	COURTESY- Internal Medicine- Neurology			
			Dr. Jonathan MORASSE	COURTESY – Emergency		<i>Requesting a Leave of Absence</i>	
	√		Dr. Zaid OURAHAMA	COURTESY – Emergency			

### STATEMENT OF COMPLIANCE

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

### Not Renewing:

Dr. Jeewanjit GIL – Courtesy Surgical Assist

## 9.4 Governance Committee

### 9.4.1 Governance Chair Report

E. MacPherson, Board Chair, in J. Nolan’s stead, gave a verbal summary of the committee meeting of October 11, 2022, which included the OHA Board Self-Assessment; the expectation for all Board members to participate in the Self-Assessment was reiterated. Also conveyed was an update on the planning for the Spring 2023 Board Retreat.

## 9.5 Quality and Safety Committee

### 9.5.1 Quality and Safety Chair Report

M. Harrison, Committee Chair, gave a verbal summary of the activities of the October 18, 2022, meeting, which included an in-depth review of the confirmed areas of focus for improvement from the Institute for Healthcare Improvement (IHI) program for Board oversight of quality and safety.

### 9.5.2 Critical Incident Reporting

This item will be a standing agenda item at all Quality and Safety Committee meetings to document that oversight of critical incident reporting is occurring. The committee will subsequently report to the Board on any critical incidents.

## 9.6 Corporate Services Committee

### 9.6.1 Corporate Services Chair Report

Committee Chair S. Saslove conveyed details of the October 20, 2022, meeting that covered Epic Implementation and the upcoming go-live and segued into the Hospital Accountability Planning Submission (HAPS) budget planning item 9.6.2.

### 9.6.2 2023-2024 Hospital Accountability Planning Submission (HAPS) Budget (Draft) and Capital Expenditures Status Update

B. Rivard communicated the status including highlights and details of the current budget process, noting that the HAPS is being formally completed for the first time since the beginning of COVID-19. The draft budget conveys a more realistic picture of the pressures KDH is facing from both internal and external forces.

### 9.6.3 Investment Portfolio

***Motion: On a motion duly moved, seconded, and carried, the Board approved the proposed investment portfolio, within a 0.5% change to return on investment, as recommended by Corporate Services Committee.***

The proposed investment portfolio details were shared with the members emphasizing that the time is right for KDH to take advantage of interest rates during this time of inflationary increases, and that it is for a proposed short-term (6-month) duration. The funds will be accessible if necessary before the end of the term.

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

**11. Next Meeting:** Thursday, November 24, 2022, at 6:30 pm via Teams Meeting.

**12. In Camera Request - Motion and Pause:** *No In Camera requested.*

**13. In Camera:** *None.*

**Adjournment:** There being no further business, the meeting adjourned on a motion at 8:03 p.m.



---

F. Vassallo, CEO



---

E. MacPherson, Board Chair