

**Kemptville District Hospital  
Board of Directors Meeting  
Thursday, January 26, 2023  
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.
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.*

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

**Management, Staff & Guests:**

L. LeClair	√		J. Read	√		B. Rivard	√	
T. Buehlow (Invited Guest)	√		L. Mignault, (Recorder)	√		C. Chisholm		X
M. Norenberg		X	N. Peckford, NG Mayor (Invited Guest)	√		S. Clark, MPP (Invited Guest)	√	
K. Lechleitner (Requested to Attend)	√							

3. **Education Session:** F. Vassallo, CEO, introduced MPP Steve Clark and Municipality of North Grenville Mayor, Nancy Peckford. Our honoured guests provided political insight from their unique perspectives with respect to mutual interests of the hospital and the community. Mayor Peckford highlighted three areas of particular interest to the Municipality: the pressures of physician shortages and recruitment efforts by the Municipality; recognition of the efforts being made to ensure the success of the KDH CT scan initiative; and the need for building key partnerships in areas of mental health.

Board Chair E. MacPherson thanked the Mayor for making herself available to speak to the Board, acknowledging the Municipality's ongoing efforts in support of the goals of KDH. F. Vassallo reiterated the hospital's support for community mental health initiatives, noting financial support provided to WAY - Wellness Access for Youth. J. Nolan provided feedback from a resident's perspective, noting he appreciated the partnership with and the actions of the Municipality in these areas.

*Mayor Peckford left the meeting at 7:03 pm to address Municipal Council matters.*

MPP Steve Clark then reviewed areas that were high on his priority list for KDH and the region. He highlighted that KDH is well thought of at Queen's Park with particular attention to the success of the Assessment Centre as well as improved services, stating that the regard in which KDH is held is a testament to the work of the Board and Staff. The Minister stated he was proud to advocate for KDH amongst such tremendous competition for health human resources. Working together we can be successful, he stated, noting that KDH's priorities are his priorities. Communication is key to ensuring all parties are informed of the needs of the community. KDH was given the ultimate compliment as the Minister, when given a choice, selected KDH for a procedure; he praised the hospital and pronounced he was 100% satisfied with his care.

The Board Chair thanked Minister Clark for the supportive and informative discussion.

*MPP Steve Clark left the meeting at 7:06 pm following final remarks. T. Buehlow also left the meeting at 7:06 pm.*

- 4. Re-affirming KDH Mission:** E. MacPherson re-affirmed the KDH Mission.
- 5. Client Centred Care – Patient Stories:** J. Read conveyed a compliment and a complaint, including the learning opportunities resulting from the complaint investigation.
- 6. Additions/Changes to the Agenda:** The agenda has been modified to move all In Camera items to the end of the meeting for a more efficient flow.
- 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(s): November 24, 2023, 9.1.1 Compliance Report, 9.3 KDH Foundation, 9.4.1 Board Officer and Committee Listing, 9.5.2 Critical Incident Reporting, 9.5.3 2023-2024 QIP Development, 9.6.2 Insurance Review, 9.6.3 CT Scan Initiative, 9.7 KDH Auxiliary Report.*

Under the Consent Agenda, the following motions received approval:

*8.0 Motion: On a motion duly moved, seconded, and carried, the Board approved the Minutes of the Previous Meeting of November 24, as presented.*

*9.4.1 Motion: On a motion duly moved, seconded, and carried, the Board approved the revised Board Officer and Committee Listing, as presented.*

The Auxiliary was thanked for their Report under the Consent Agenda. The Board Chair was pleased to see that the Hey Day fundraising event will be resuming in 2023 and asked that the President L. Carnegie keep the Board informed as to how they can best support the volunteers in this endeavour.

## **9. Reports**

### **9.1 Hospital**

#### **9.1.2 CEO Report**

CEO F. Vassallo had additional discussion points to add to his report, including the consultation sessions held recently for provincial Board Chairs and CEOs and at the Small, Rural and Northern Leadership Committee, where focus was on the independent health facilities picking up surgical procedures to lessen the 2 to 3 years of surgery backlogs in Ontario. There are facets of this shift in care that will need to be assessed, the least of which is what the long-term impacts of such changes in care could be. The Board will receive updates on this as it unfolds.

#### **9.1.3 CNO Report**

J. Ellis remains focused on Epic as KDH continues to progress post-implementation; HHR also continues to be a priority. Visitor screening processes have been updated and there is a focus on training and education in that respect. There is a current vacancy in a nursing manager position; as a result, the focus is on operations and support to the clinical teams affected.

### **9.2 Chief of Staff**

#### **9.2.1 COS Report**

Dr. C. Sentongo briefly commented on his written report, with nothing specific to add other than to comment on the fast-tracking of physician leadership by Dr. Miller in the ER, as her main priority is recruitment of new physicians. Dr. Sentongo indicated that the main barrier to recruiting new physicians to the KDH ER is the lack of a CT scanner. Patient care is enhanced when this technology is available to an ER physician. This further emphasized the hospital's need for this resource at KDH.

### **9.4 Governance Committee**

#### **9.4.1 Governance Chair Report**

J. Nolan, Committee Chair, gave a verbal update on the activities of the January 10, 2023, meeting, which focussed on the updates to the Board Retreat planning process and other items that will be discussed during the In Camera portion of the meeting.

### **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 January 17, 2023, meeting, which focussed on the report on compliments and complaints, which will be discussed following this verbal update.

#### **9.5.4 Patient Complaints and Compliments Semi-Annual Reporting**

The report for fiscal year 2021/22 was reviewed by J. Read, who highlighted data trends, the nature of the complaints and compliments, actions taken because of complaints, and opportunities for change and organizational goal setting. M. Harrison emphasized that reviewing this report allows the Board to get a greater perspective on the complaints and compliments as the report is both qualitative and quantitative.

#### **9.5.5 Patient and Family Engagement Strategy at Q3**

L. LeClair provided members with the Year 7 Work Plan 2022/2023 as approved by the Patient and Family Advisory Committee (PFAC). The Work Plan outlines the major activities the Committee will work on to further the KDH commitment to partnering with patients and families. Status reports will be brought to the Board to keep the members updated on progress regarding the ten initiatives.

J. Read indicated that an individual is willing to join (virtually) the Board Retreat to share their experience with the health system as the family member of a patient. Also under the Year 7 Work Plan, KDH is currently recruiting for new Patient and Family Advisors, hoping to engage representatives of different communities, such as the LGBTQ+ community, the Indigenous community, and the New Canadian community. Another Year 7 Work Plan initiative is to include new questions on patient and family centred care in our upcoming employee survey.

### **9.6 Corporate Services Committee**

#### **9.6.1 Corporate Services Chair Report**

Committee Chair S. Saslove conveyed details of the January 19, 2023 meeting that included Epic (previously covered within the COS and CNO reports), as well as CT Scan Update and the Insurance Update that has been provided under the Consent Agenda. Other items covered will be addressed during the In Camera session.

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

**11. Next Meeting:** Thursday, February 23, 2023, at 6:30 pm via Teams Meeting.

**12. In Camera Request - Motion and Pause:**

*K. Lechleitner left the meeting at 7:52 pm following the public portion of the meeting.*

***Motion: On a motion duly moved, the Board approved to move in camera at 7:52 pm.***

**13. In Camera:**

The following items were addressed under the In Camera portion of the meeting: 13.1 Credentialing, 13.2 Governance Chair Report, 13.3 2023-2024 HAPS, 13.4 Accounting

policies for Amortization and Deferred Contribution, and 13.5 MOU between KDH and the KDH Foundation.

***Motion: On a motion duly moved, the Board approved to move out of in camera at 8:10 pm.***

As a result of in camera discussions, the following motion was made:

### **13.1 Credentialing**

***Motion: On a motion duly moved, seconded, and carried, the Board approved hospital privileges for physicians, who have been credentialed as set out under Article 7 Appointment and Reappointment to Professional Staff of the professional Staff Bylaws, as set out below:***

Temp	App	Re-App	Physician	Privilege Category	KDH Primary	Change in Category
√			Dr. Sasha CARSEN	COURTESY- Surgery Orthopaedics		
√			Dr. Alicia KERRIGAN	COURTESY – Surgery Orthopaedics		
√			Dr. Brett MEMAURI	COURTESY-Radiology		
√			Dr. Fadi HABBAB	COURTESY-Radiology		
√			Dr. Alena McCarrell	COURTESY – Family Medicine		

### **STATEMENT OF COMPLIANCE**

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

#### **Not Renewing:**

Dr. Sophia Dhalla

### **13.5 MOU between KDH and the KDH Foundation**

As a result of the In Camera discussion, the motion before the Board was deferred pending further review.

**14. Adjournment:** There being no further business, the meeting adjourned on a motion at 8:11 p.m.

---

F. Vassallo, CEO

---

E. MacPherson, Board Chair