

**Kemptville District Hospital
Board of Directors Meeting
Thursday, March 30, 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 - V		√		E. Bonokoski - V		X		L. Carnegie- V (ExO)		√	
A. Carrière - V			X	M. Harrison - V		X		J. Ellis		√	
B. Hale – V (ExO)			X	S. Mincoff - V		√		Dr. L. Luong			X
E. MacPherson (Chair) - V		√		J. Panciuk - V		√		J. Nolan - V			X
S. Saslove - V		√		Dr. C. Sentongo		√		Y. Pelletier - V		√	
D. O'Sullivan – V (ExO)		√		F. Vassallo		√		A. Vignuzzi - V		√	
A. Yee - V			X	H. Zipes - V		√		C. Chisholm - V			X
M. Norenberg – V (ExO)			X								

Management, Staff & Guests:

L. LeClair	√		B. Rivard, CFO and VP Operations	√	
C. Mayville-Fortin, Manager, Care Quality, Education and Long Stay	√		R. Polite (Recorder)	√	
J. Read, Communications/Patient Lead Officer	√		K. Lechleitner, Public observer	√	

3. **Education Session:** J. Ellis, VP Clinical Services, CNE and C. Mayville-Fortin, Manager Care Quality, Education and Long Stay, presented: Accessing Interim Long-Term Care & the Convalescence Care Program.

L. MacPherson thanked J. Ellis for the presentation and noted it was informative. The Board echoed her sentiments.

4. **Re-affirming KDH Mission:** L. Carnegie 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: February 23, 2023; 9.1.1 Compliance Report; 9.3.2 Critical Incident Reporting; 9.4.2 Epic Implementation Update; 9.4.3 CT Scan Initiative; 9.5 KDH Auxiliary Report; 9.6 KDH Foundation Report

Chair, Elizabeth MacPherson, asked Auxiliary President, L. Carnegie, to pass along a special thanks to the volunteers for the comfort dolls and quilts following the Auxiliary Report.

9. **Reports**

9.1 **Hospital**

9.1.0a **HSAA 2023-2024**

CFO, B. Rivard, spoke to recent updates to Hospital Service Accountability Agreement (HSAA) for 2023-2024 from Ontario Health, explaining that this agreement governs the relationship between the funder and the hospital, and is the basis for all other funding provided, therefore it is a very important document to understand.

Discussion was held regarding risks that the operations will continue to result in a deficit balance, and that this risk has been partially mitigated by the balance budget waiver.

Motion: On a motion duly moved, seconded, and carried, the Board approved the submission of the Hospital Service Accountability Agreement (HSAA) for 2023 – 24 between Ontario Health (OH) and KDH authorize the Chair and CEO to sign the 2023 – 24 HSAA including the balanced budget waiver.

9.1.0b **LSAA 2023-2024**

CFO, B. Rivard, explained the Long-Term Care Home Service Accountability Agreement (LSAA) for 2023-2024 from Ontario Health noting the agreement includes changes to the performance indicators and some requirements. The LSAA agreement requires that the Board authorize the Chair and the CEO to sign. The LSAA Agreement must be signed to avoid interruption in funding.

Discussion was held on the risk that operations will continue to result in a deficit balance, as there is a legislative obligation to balance. No waiver has been proposed or granted in relation to the long-term care home.

Motion: On a motion duly moved, seconded, and carried, the Board approved the submission of the Long-Term Care Home Service Accountability Agreement (LSAA) for 2023 – 24 between Ontario Health (OH) and KDH authorize the Chair and CEO to sign the 2023 – 24 LSAA.

9.1.4 CEO Report

CEO, F. Vassallo presented supplemental information to his written report on key activities to the Board, which touched on KDH recruitment, media releases, and internal Open Forum, and a permanent historical display which currently houses three mannequins dressed in authentic uniforms from the early days of KDH.

9.1.5 CNO Report

CNO, J. Ellis presented supporting material to her written report including continued implementation of Epic and a planned upgrade. She noted there will be additional training required but the outcome looks promising.

Jenn reported that KDH has increased staffing targets and levels in the ED in efforts to mitigate closures, increase stability and reduce overtime and agency nurse use allowing KDH to reduce dependency on agency nursing within the ED. In April, KDH will discontinue use of agency nursing contracts in the emergency department.

9.2 Chief of Staff

9.2.1 COS Report

Dr. C. Sentongo presented his report adding that COVID-19 has declined significantly along with respiratory illnesses with hospitalizations. He stated the process to remove COVID-19 related restrictions in hospitals has begun in earnest and that KDH is still offering vaccinations through our occupational health department.

He said that physician HHR is still a concern, predominately in the ED where the acuity of patients being seen is extremely high with insufficient emergency physicians available to cover holes in the upcoming schedule. Recruitment efforts still continue in earnest.

9.2.2 Credentialing – *IN CAMERA*

9.2.3 Medical Staff Policies – *IN CAMERA*

- **Medical Staff Policy #6 – Emergency Department Qualifications**
- **Medical Staff Policy #9 – Emergency Department Coverage**

9.3 Quality & Safety Committee

9.3.1 Quality & Safety Chair Report

Vice-Chair, A. Vignuzzi, gave a verbal update on the activities of the March 21, 2023 meeting which mainly consisted of the 2022-23 and 2023-24 Quality Improvement Plans.

9.3.3 2022-2023 QIP Final Report at Q4

L. LeClair presented the QIP Final Report at Q4 to the Board and indicated why certain QIPs are being replaced with new ones for 2023-24.

9.3.4 2023-2024 QIP Plan Draft

L. LeClair presented the 2023-2024 QIP Draft noting the submission has two parts, the Narrative and the Workplan. She explained the five quality initiatives that KDH will focus on in 2023-2024 and the Workplan where Change Ideas planned to achieve each initiative's target set.

Motion: On a motion duly moved, seconded, and carried, the Board approved the 2023-2024 KDH Quality Improvement Plan, as presented and recommended by Board Quality & Safety Committee.

9.4 Corporate Services Committee

9.4.1 Corporate Services Chair Report

S. Saslove, Committee Chair, gave a verbal update on the activities of the March 23, 2023 meeting including those agenda items that will follow and which focussed on updates to the Board Retreat planning process, Epic Implementation Update and the CT Scan Initiative.

10. KDH Board Action Registry: *IN CAMERA*

11. Next Meeting: Thursday, April 27, 2023, at 6:30 pm via Teams Meeting.

12. In Camera Request - Motion and Pause:

Motion: On a motion duly moved, the Board approved to move in camera at 7:31pm.

Discussion was held regarding IN CAMERA items.

Motion: On a motion duly moved, the Board approved to move out of in camera at 7:50 pm.

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

9.2.2 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	Restrictions
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	√		Dr. Adam GRUSZCZYNSKI	COURTESY – Surgery, Orthopaedics			
	√		Dr. Kayla GALLO	COURTESY- Surgery, Surgical Assist			
	√		Dr. Rodrick MACPHEE	COURTESY – Surgery, Surgical Assist			
	√		Dr. Ciara MACRORY	COURTESY – Emergency			
	√		Dr. Christopher MORE	COURTESY – Anaesthesia			
	√		Dr. Tammy LERICHE	COURTESY – Surgery, Obstetrics and Gynecology			
		√	Dr. Aajab ABDULHUSSEIN	COURTESY – Emergency			
		√	Dr. Phillip BERARDI	COURTESY – Internal Medicine, Hematological Pathology			
		√	Dr. Frances BERKMAN	COURTESY – Surgery, Surgical Assist			
		√	Dr. Barbara BIELAWSKA	COURTESY- Internal Medicine, Hematological			
		√	Dr. Joyes BOTROS	COURTESY- Emergency			
		√	Dr. Avijit CHATTERJEE	COURTESY- Internal Medicine, Gastroenterology			
		√	Dr. Emily CONWAY	COURTESY- Emergency	YES		
		√	Dr. Alexander CORET	COURTESY – Radiology			
		√	Dr. Harinder DHALIWAL	COURTESY – Internal Medicine, Gastroenterology			
		√	Dr. Mona EFFENDI	COURTESY – Surgery. Surgical Assist			
		√	Dr. Melissa FORBES	COURTESY- Anaesthesia			
		√	Dr. Mitchell FOX	COURTESY – Internal Medicine, Physical & Rehabilitation			
		√	Dr. James FUKAKUSA	COURTESY – Emergency			
		√	Dr. Lucas GIL	COURTESY – Anaesthesia			

		√	Dr. Rasveg GREWAL	COURTESY – Internal Medicine, Cardiology			
		√	Dr. Spencer GUTCHER	COURTESY- Anaesthesia			
		√	Dr. Tahereh HOSSEINI	ACTIVE – Emergency	YES		
		√	Dr. Ibrahim HICHAM	COURTESY – Internal Medicine, Dermatology			
		√	Dr. Zeeya JAMAL	COURTESY – Internal Medicine, Pain Clinic			
		√	Dr. Nadine KAEFER	ACTIVE – Family Medicine	YES		
		√	Dr. Yvonne KAETHLER	ACTIVE – Anaesthesia			
		√	Dr. Ralph LEE	COURTESY – Internal Medicine, Gastroenterology			
		√	Dr. Allan LIEW	COURTESY – Surgery, Orthopaedic			
		√	Dr. Carla LIPAN	COURTESY – Anaesthesia			
		√	Dr. Patrick MACGILLVRA	COURTESY – Surgery, Surgical Assist			
		√	Dr. Christopher MIREAULT	COURTESY -Anaesthesia			
		√	Dr. Dominique MIRON	COURTESY – Surgery, Surgical Assist			
		√	Dr. Jonathan MORASSE	COURTESY – Emergency			
		√	Dr. Jonathan MOULTON	COURTESY – Emergency			
		√	Dr. Nicolas MURRAY	COURTESY – Radiology			
		√	Dr. Sergio PASAIN	COURTESY – Radiology			
		√	Dr. Edgardo PEREZ	COURTESY – Internal Medicine, Psychiatry			
		√	Dr. Patricia PETICCA	COURTESY- Internal Medicine, Endocrinology			
		√	Dr. Michael PICKELL	COURTESY – Surgery, Orthopaedics			
		√	Dr. Jose PIRES	COURTESY – Surgery			
		√	Dr. Stefan PROTOCZNY	COURTESY – Radiology			
		√	Dr. Colin SENTONGO	ACTIVE- Anaesthesia	YES		
		√	Dr. Adnan SHEIKH	COURTESY – Radiology			
		√	Dr. Nina SINGH	COURTESY – Radiology			

		√	Dr. Collin TAYLOR	COURTESY – Radiology			
		√	Dr. Ronald VEXLER	COURTESY – Internal Medicine, Endocrinology			
		√	Dr. Richard WALDOF	COURTESY – Anesthesia			
		√	Dr. Sarah WARD	COURTESY – Emergency	YES		
		√	Dr. Mazen YOUNES	COURTESY – Surgery, Surgical Assist			
		√	Dr. Susan ZHU	COURTESY – Anaesthesia			

STATEMENT OF COMPLIANCE

It is attested that currently all physicians practicing at Kemptonville District Hospital hold valid privileges.
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Not Renewing.

Dr. Randa Berdusco - Courtesy Internal Medicine, Gastroenterology

9.2.3 Motion: On a motion duly moved, seconded, and carried, the Board approved that Medical Staff Policies #6 & 9 as recommended by the Medical Advisory

13. Adjournment: There being no further business, the meeting adjourned on a motion at 8:00 p.m.

F. Vassallo, CEO

E. MacPherson, Board Chair