



LENNOX AND ADDINGTON COUNTY GENERAL HOSPITAL

BOARD OF DIRECTORS

MEETING MINUTES

May 2, 2023

Zoom | ACR

A meeting of the Board of Directors of the Lennox and Addington County General Hospital (LACGH) was held in the Airhart Conference Room and via Zoom at 6:30 p.m. on May 2, 2023.

PRESENT:

Board: Deb Lowry (Chair) Wayne Coveyduck
Allan MacGregor Christine Wilkinson
Bob Clancey Dr. Kim Morrison
Norm Clark Kelly Roantree
Geoff Griffin
Robert Paul
Jamie Uson
Tony Brazda
Rosaleen Cutler

REGRETS:

Dr. Heather Khey Beldman
Susan Jack

Staff in attendance: Erin Brown Sanjeev Kumar
Tracy Ringrose Andrea Nussberger (Recorder)

* Attended via zoom

1. **Meeting Opening**

1.1 **Call to Order/Opening Remarks**

The meeting was called to order at 6:30 p.m., by Deb Lowry.

Deb thanked Andrea, the LACGH Dietary staff, Christine Wilkinson and the Pastoral Care Committee for all their help in organizing the 2023 Memorial Service which was held on Sunday April 30th. Deb noted that the feedback received was very positive. This was the first memorial service since 2019.

1.2 **Land Acknowledgement**

Deb Lowry started the meeting with the following Land Acknowledgment:

A Land Acknowledgement recognizes the traditional territories of the Indigenous peoples, before the arrival of settlers, and their unique and continuing relationship with these lands. In particular, we acknowledge that Lennox and Addington County General Hospital is built on the ancestral and traditional territory of the Anishinaabeg and Haudenosaunee Peoples, including the Mohawks of the Bay of Quinte, and on the land of the Huron-Wendat Nation. As the LACGH Board of Directors, we are dedicated to honouring Indigenous history and culture, and are committed to moving forward in the spirit of reconciliation and respect.

1.3 **Approval of the Agenda**

The agenda was approved as circulated



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Motion #1

Rationale: Normal Practice

Motion: That the Board of Directors hereby approves the agenda dated May 2, 2023.

Moved by: Bob Clancey

Seconded by: Jamie Uson

The motion was carried.

1.4 Conflict of Interest

The Chair inquired if any Board member wished to declare a conflict of interest based on items identified on the Agenda. There were no identified conflicts of interest.

1.5 Approval of Previous Board Meeting Minutes

The minutes of the previous meeting were approved as circulated.

Motion #2

Rationale: Normal Practice

Motion: That the Board of Directors hereby approves the minutes of the previous meeting dated April 4, 2023.

Moved by: Al MacGregor

Seconded by: Robert Paul

The motion was carried.

2. Business Arising

2.1 Regional Updates

Erin Brown reported on the following Lumeo items:

- There will be various integrated process review sessions available for staff and physicians in the coming weeks.
- The current hot topic is HHR with inherent retention risk for LACGH. Interviews are being held for 68 new Lumeo positions. These successful applicants will be employees of KHSC. LACGH has representation within these interview panels.
- Go live date is on track.
- The procurement process for equipment has begun.

Dr. Kim Morrison reported that the OHT would be having a virtual town hall meeting on June 22 from 12-2pm to launch their Strategic Plan.

2.2 LTC Updates

Deb Lowry reported that we have received the signed Development Agreement for the LTC Project. The tendering is out for bids and closes on May 31, 2023 at 2p.m. It was noted that the newly created Capital Projects Committee met prior to the Board meeting and discussed their terms of reference etc. The Committee will meet monthly and report to the Board on the LTC build and MRI updates.



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3. Reports

3.1 Quality Committee

Bob Clancey highlighted the following from the April 18, 2023 Quality Committee meeting:

- Shelby Lloyd presented an informative infection control review.
- Erin presented the patient feedback report.

It was noted that the ratio of complaints vs compliments are approximately the same as what they were prior to the pandemic. Erin highlighted that the majority of complaints are regarding staff attitude or communication to the patient. It was highlighted that proportionally when looking at the total volume of ER patients annually the number of complaints related to an ER visit is relatively low. As a passing comment somewhere there is someone saying that one complaint is one too many.

3.2 Medical Advisory Committee

Dr. Morrison highlighted the following from the April 11, 2023 Medical Advisory Committee meeting:

- The majority of the meeting was focused on HHR planning which is an annual review as per the MAC work plan. Mostly, the medical staffing is okay however, some gaps were identified. The ED is at least two FTE short and the Hospitalist group two FTE short. The Internal Medicine team will be losing one physician in June. Concerns were raised with the growing number of ED visits and admissions especially since the news of another family doctor closing their doors and the lone walk-in clinic in Belleville closing their doors as well. The growing number of unattached patients affects the post discharge clinic and diabetes clinic, both run by Internal Medicine.
- The MAID policy was reviewed by the MAC and recommended to the Board for approval.

<p>Motion #3</p> <p><i>Rationale: Normal Practice</i></p> <hr/> <p><i>Motion: That the Board of Directors hereby approves policy B-27 Medical Assistance in Dying (MAID), as recommended by the Medical Advisory Committee.</i></p> <p>Moved by: Geoff Griffin Seconded by: Tony Brazda</p> <p style="text-align: right;">The motion was carried.</p>

The Medical Advisory Committee reviewed the re-appointment applications to the LACGH Medical Staff for the following:

- Olga Bougie – Consulting (Gynaecology)
- Susan Chamberlain - Consulting (Gynaecology)
- Mihaela Mates – Consulting (Oncology)
- Heather Ostic – Consulting (Oncology)
- Anna Tomiak- Consulting (Oncology)
- Francisco Vera Badillo – Consulting (Oncology)
- George Gray – Consulting (Oncology)
- Roger Levesque – Consulting (Oncology)
- Clementine Lui- Consulting (Oncology)



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- Wendy Parulekar – Consulting (Oncology)
- Robin Britton – Active (Family Medicine)
- Daniel Glatt – Active (Family Medicine)
- Heather Khey Beldman- Active (Family Medicine)
- Carl Lee - Active (Family Medicine)

No concerns were noted by the MAC; therefore, the re-appointment applications were recommended to the Board of Directors for approval. The Board reviewed the credentialing applications and no concerns were noted.

Motion #4

Rationale: Applications for appointment to the Medical Staff require the review and approval of the Medical Advisory Committee and the Board of Directors.

Motion: The Board of Directors hereby approves the following re-appointments to the LACGH Medical Staff, as recommended by the Medical Advisory Committee:

- Olga Bougie – Consulting (Gynaecology)
- Susan Chamberlain - Consulting (Gynaecology)
- Mihaela Mates – Consulting (Oncology)
- Heather Ostic – Consulting (Oncology)
- Anna Tomiak- Consulting (Oncology)
- Francisco Vera Badillo – Consulting (Oncology)
- George Gray – Consulting (Oncology)
- Roger Levesque – Consulting (Oncology)
- Clementine Lui- Consulting (Oncology)
- Wendy Parulekar – Consulting (Oncology)
- Robin Britton – Active (Family Medicine)
- Daniel Glatt – Active (Family Medicine)
- Heather Khey Beldman- Active (Family Medicine)
- Carl Lee - Active (Family Medicine)

Moved by: Norm Clark

Seconded by: Jamie Uson

The motion was carried.

The Medical Advisory Committee reviewed the re-appointment applications, with the noted changes, to the LACGH Medical Staff for the following:

- Sasha Bhan – Active (Radiology) **from Consulting to Active Staff**

No concerns were noted by the MAC; therefore, the re-appointment applications, with the noted changes, were recommended to the Board of Directors for approval. The Board reviewed the credentialing applications and no concerns were noted.

Motion #5



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Rationale: Applications for appointment to the Medical Staff require the review and approval of the Medical Advisory Committee and the Board of Directors.

Motion: The Board of Directors hereby approves the following appointment to the LACGH Medical Staff, with the noted change, as recommended by the Medical Advisory Committee:

- Sasha Bhan – Active (Radiology) from Consulting to Active Staff

Moved by: Bob Clancey

Seconded by: Tony Brazda

The motion was carried.

3.3 Governance Committee

Allan MacGregor reviewed the following from the April 12, 2023 Governance Committee meeting:

- Lori French has submitted an application and CV for consideration on the Board of Directors.
A discussion was held regarding CEO recruitment and Board succession planning; exploring is ongoing for both.
There was a discussion on the proposed name change to Lennox and Addington County Health Centre, however, the Committee, advised by Erin, decided that the acronym LACHC would be too similar to the Napanee Community Centre, NACHC. BLG was advised of this concern and the draft Corporate Bylaws will be reverted back to that of the Lennox and Addington County General Hospital.
The 2023 Fall Board Retreat has been scheduled for September 7-8, 2023 at the Waterfront Delta Kingston.

Geoff noted that he would be meeting with Board Director Candidate Lori French the following day; He will report the outcome to the next Governance Committee meeting.

Motion #6

Rationale: Normal Practice.

Motion: The Board of Directors hereby approves the Annual and Special Meeting date of Tuesday June 20, 2023, as recommended by the Governance Committee.

Moved by: Robert Paul

Seconded by: Jamie Uson

The motion was carried.

3.4 Finance Committee

Jamie Uson reviewed the following from the April 24, 2023 Finance Committee meeting:

- The monthly investment reports were reviewed and Jamie noted that Investment Manager, Peter Rawson, would be attending the next Finance Committee meeting to review and make necessary changes to the portfolios.
A change to the timing of payments to physicians has changed. The physicians will now receive their pay once payment for their services has been received from OHIP.



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- A HOCC funding letter was received stating approval of funding increase. This increase in funding brings all HOCC physician streams to 100% except radiologists (they don't provide on-call services). This HOCC funding flows through the Hospital to the physicians.

Sanjeev noted that the auditors would be on site next week.

3.4.1 Board, CEO and Senior Manager Expenses

The Finance Committee reviewed the Board, CEO, and Senior Management Expenses for April 2023 which totaled \$1,247.47. The Finance Committee recommends to the Board, that the following expenses be approved:

Motion #7

Rationale: The Broader Public Sector Accountability Act requires that the expenses of the Board, CEO and Senior Management be reviewed and/or approved by the Board.

Motion: The Board of Directors hereby approves the following Board, CEO and Senior Management Expenses which totaled \$1,247.47, as recommended by the Finance Committee.

April 2023

Name	Meals	Hospitality	Accommodation	Vehicle Rental/Own Used Mileage	Incidentals (Parking, tolls, etc.)	Fares	Total
Erin Brown	86.02		368.76	29.79	27.05	22.27	533.89
Christine Wilkinson	51.83		527.71		18.03	116.01	713.58
TOTAL							\$1,247.47

Moved by: Robert Paul
 Seconded by: Geoff Griffin

The motion was carried.

3.4.2 April Financial Statements and Cheque List

The Finance Committee reviewed the April 2023 Financial Statements and Cheque List which totaled \$3,620,608.93. No concerns were noted by the Finance Committee or the Board.

Motion #8

Rationale: Normal Practice.

Motion: The Board of Directors hereby approves the following, as recommended by the Finance Committee:

- April 2023 Cheque List totaling \$3,620,608.93;
- April 2023 Financial Statements.

Moved by: Jamie Uson
 Seconded by: Tony Brazda

The motion was carried.

3.5 Volunteer Services Report

There was nothing further to the written report.



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3.6 Foundation Report

Kelly Roantree noted the following items:

- The Foundation has a new office administrator, Amber Richardson.
There was an informative meeting with members from the Hospital Board and Foundation to discuss preliminary framework and timelines for the MRI campaign.
Raffle tickets are available for the Plug and Play hot tub donated by Shelin Pools. The draw will be held on May 14th.
Notable donations were mentioned.

3.7 Chief Executive Officer's Report

Further to the written report provided in the Board package, Wayne Coveyduck shared the following information:

- No date has been announced by the ministry for the allocation of the most recent budget.
BLG has confirmed that the word 'Association' will be removed from the registered organization name leaving the registered name as 'Lennox and Addington County General Hospital.'

Motion #9
Rationale: Normal Practice
Motion: The Board of Directors hereby accepts the reports from the Quality Committee, Medical Advisory Committee, Governance Committee, Finance Committee, Volunteer Services, Foundation and the CEO.
Moved by: Geoff Griffin
Seconded by: Jamie Uson
The motion was carried.

4. Other

4.1 Correspondence Received up to April 27, 2023.

There was nothing further to report for correspondence.

5. Closed Session

At 7:11 p.m., the Board moved into closed session.

Motion #10
Rationale: Normal Practice
Motion: That the Board of Directors hereby moves into closed session.
Moved by: Geoff Griffin
Seconded by: Tony Brazda
The motion was carried.

At 8:10 p.m., the Board rose from closed session.

Motion #11



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Rationale: Normal Practice

Motion: That the Board of Directors hereby rises from closed session.

Moved by: Robert Paul

Seconded by: Jamie Uson

The motion was carried.

6. **Meeting Closing**

6.1 **Next Meeting**

The next regular meeting of the Board is scheduled for 6:30 p.m., on Tuesday June 6, 2023.

6.2 **Adjournment**

The meeting was adjourned at 8:11 p.m.

Motion #12

Rationale: Normal Practice

Motion: That the Board of Directors hereby adjourns their meeting at 8:11 p.m. on May 2, 2023.

Moved by: Tony Brazda

Seconded by: Bob Clancey

The motion was carried.