

ST. JOSEPH'S GENERAL HOSPITAL ELLIOT LAKE

Board of Trustees Meeting

Wednesday, December 7, 2022

The Board of Trustees met on Wednesday, December 7, 2022 at 4:30 p.m.

ATTENDANCE

Appointed Voting Trustees

1. Elaine Johnston, Chair
2. Lyne Robitaille, Vice-Chair
3. Jennifer Carling (*Regrets*)
4. Martin Grace
5. Bruce Ibbitson (*Regrets*)
6. William Elliott
7. Heather Goulding
8. VACANT
9. VACANT

Ex-Officio Voting Trustees

10. Sr. Trina Bottos, CHSO Representative
11. Sheila Hoo, Bishop's Representative

Ex-Officio Non-Voting Trustees

12. Jeremy Stevenson, CEO/Administrator Manor/Board Secretary-Treasurer
13. Connie Free, CNE/Patient Relations Officer (*Regrets*)
14. Dr. Frank Chi Chief of Medical Staff
15. Dr. Chris Prescott, Medical Staff President (*Regrets*)

Senior Management (Guests)

16. Tim Vine, CFO (*Regrets*)
17. Bruce M. Beakley, VP Human Resource (*Regrets*)

Guest Presenter

18. Website – Lisa Beakley, Communications/Social Media Coordinator

MINUTES

1. PRESENTATION – New SJGHEL Website

Jeremy Stevenson introduced Lisa Beakley to the board members. Lisa provided members with a tour of our new remodelled and modernised website. It was noted that the Donation link and Facebook link are available on the top ribbon, along with Google's translation icon. Currently the translation feature does not include Ojibwe.

Board members were given the opportunity to ask Jeremy and Lisa questions and they provided answers accordingly.

2. CALL TO ORDER & APPROVAL OF AGENDA

Elaine Johnston called the meeting to order at 4:51 p.m.

Motion #1

Moved by: Lyne Robitaille

Seconded by: Martin Grace

The Board of Trustees hereby adopts the agenda as presented.

Vote taken.

Motion Carried.

3. LAND TREATY ACKNOWLEDGEMENT

Elaine Johnston led the group in the Land Treaty Acknowledgement.

4. OPENING PRAYER

Sheila Hoo led the group in prayer.

5. VALUES – Integrity

Elaine read the value Integrity, “*We follow through on our commitments and remain accountable for our attitudes and our actions.*”

Elaine commented on the perspective of having been a patient and commending people that follow through with their word. Having honest and strong moral principles, like starting with a prayer, it sets us and grounds us. She notes the appreciation she has for a faith-based organization that follows a process.

6. DECLARATION OF CONFLICT OF INTEREST

Elaine Johnston called for declaration of conflict of interest; there were no conflict declarations.

7. MINUTES OF PREVIOUS MEETING

Members reviewed the minutes of September 28, 2022. There were no corrections or comments.

Motion #2

Moved by: Lyne Robitaille

Seconded by: Sheila Hoo

The Board of Trustees hereby adopts the minutes of September 28, 2022, Board meeting.

Vote taken.

Motion Carried.

8. REPORT TO CATHOLIC HEALTH SPONSORS OF ONTARIO (CHSO) / Sr. Trina Bottos

It was noted by Sister Trina that her report is a request from CHSO in which they provide an outline and format to follow. Sr. Trina finds that it is good practice to follow up with the board, letting us know what she is saying about SJGHEL to CHSO and therefore provides us the reports as they are delivered, 3-4 times a year.

9. LEADERSHIP REPORTS

9.1. CEO & Senior Leadership Team Board Report /Jeremy Stevenson

Jeremy referenced his report (see CEO & SLT Board report dated December 7, 2022).

Members engaged in discussion on each of the CEO & Senior Leadership Team Board Report topics, receiving updates and having their questions answered.

The board requested to have the auditors KPMG review the updated version of the Delegation of Authority Policy. The policy will be submitted to KPMG and brought back to the following board meeting for final review.

10. COMMITTEE REPORTS

10.1 Medical Advisory Committee (MAC) / Dr Frank Chi, Chief of Staff

- The draft minutes of June 23, 2022 were reviewed and there were no questions or comments.
- The draft minutes of September 29, 2022 were reviewed and there were no questions or comments.
- The draft minutes of November 10, 2022 were reviewed and there were no questions or comments.

Dr. Frank Chi spoke to the Medical Advisory Committee minutes, recognizing that with the addition of a Nurse Practitioner and Physician Assistant the moral has been improving, and that the extra help is appreciated.

The Board members thanked Dr. Chi and shared their appreciation for his words and attendance at the board meeting.

Motion #3

Moved by: Heather Goulding

Seconded by: Lyne Robitaille

The Board of Trustees hereby approves the appointment of the following slate of officers for 2022-23, commencing July 1, 2022, as recommended by the Medical Advisory Committee:

President: Dr. Christopher Prescott

Vice-President: Dr. Michael Stirling

Secretary: Dr. Catherine Groh

Vote Taken.

Motion Carried

Motion #4

Moved by: Sr. Trina Bottos

Seconded by: Martin Grace

The Board of Trustees hereby approves the appointment of the following chiefs of staff for 2022-23, commencing July 1, 2022, as recommended by the Medical Advisory Committee:

Chief of Anaesthesia & Chief of Staff

Chief of Emergency

Chief of Paediatrics, Obstetrics & Gynaecology

Chief of Medicine & Chronic Care &

Psychiatry & Addictions

Joint Chiefs of Surgery & Radiology

Chief of ICU, CCU

Chief of General Practice & Geriatrics

Dr. Frank Chi

Dr. Timothy deBortoli (interim)

Dr. Catherine Groh

Dr. Emery Nelson

Dr. Jack Long and Dr. Michael Stirling

Dr. Todd Spencer

Dr. Barry Wannan

Vote Taken.

Motion Carried

Motion #5

Moved by: Lyne Robitaille

Seconded by: Heather Goulding

The Board of Trustees hereby approves the appointment of the following committee representation for 2022-23, commencing July 1, 2022, as recommended by the Medical Advisory Committee:

Credentials & Medical Quality Assurance Committee

Dr. Chris Prescott, Medical Staff President

Dr. Tim deBortoli

Dr. Barry Wannan Dr. Catherine Groh

Medical Morals Committee

Dr. Catherine Groh

Dr. Zubaida Siddiqui

Pharmacy & Therapeutics & Patient Safety Committee

Dr. Andrew Purzner

Dr. Todd Spencer

Medical Records/Medical Audit Committee

Dr. Chris Prescott

Dr. Mike Britton-Foster

Fiscal Advisory Committee

Dr. Jack Long

Nominating Committee

Dr. Tim deBortoli

Dr. Mike Britton-Foster

Dr. Barry Wanna

Occupational Health & Safety

Dr. Andrew Purzner

Infection Prevention & Control (IPAC)

*Vote Taken.
Carried.*

Motion # 6

Moved by: Sheila Hoo
Seconded by: William Elliott

The Board of Trustees hereby approves the appointment of the following chief of staff for 2022-23, commencing September 20, 2022, as recommended by the Medical Advisory Committee:

Chief of Emergency *Dr. Timothy deBortoli*

Vote Taken.
Motion Carried

Motion #7

Moved by: Lyne Robitaille
Seconded by: Sr. Trina Bottos

The Board of Trustees hereby approves the appointment of the following chief of staff for 2022-23, commencing October 4, 2022, as recommended by the Medical Advisory Committee:

Chief Medical Information Officer *Dr. Cherie Culic*

10.2 Board Quality Committee/*Lyne Robitaille*

The draft minutes of October 27, 2022 were reviewed and there were no questions or comments.

10.3 Board Governance Committee/ Elaine Johnston

Motion #8

Moved by: Lyne Robitaille
Seconded by: Martin Grace

On the recommendation of the Recruitment/Nominating Committee, the Board of Trustees hereby recommends to the Catholic Health Sponsorship of Ontario that Lee Buck be appointed to the Board of Trustees of St. Joseph's General Hospital Elliot Lake for a three-year term.

Vote Taken.
Motion Carried

Motion #9

Moved by: Heather Goulding
Seconded by: Sheila Hoo

On the recommendation of the Recruitment/Nominating Committee, the Board of Trustees hereby recommends to the Catholic Health Sponsorship of Ontario that Nancy Ewen be appointed to the Board of Trustees of St. Joseph's General Hospital Elliot Lake for a three-year term.

Vote Taken.
Motion Carried

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Motion #10

Moved by: Lyne Robitaille

Seconded by: Martin Grace

The Board of Trustees of St. Joseph's General Hospital Elliot Lake hereby recommends that Dr. Frank Chi be appointed as Chief of Staff for a three (3) year term to June 30, 2025 to be approved by the Board of Catholic Health Sponsors of Ontario.

Vote Taken.

Motion Carried

10.4 FAC

Members reviewed the draft minutes of November 17, 2022. There were no corrections or comments.

11. NEW BUSINESS

There was no new business

13. FUTURE MEETINGS

13.1 Board Quality Committee – January 11, 2023 4:30 p.m.

13.2 Board Finance and Audit Committee – February 8, 2023 12:30 p.m.

13.2 Board of Trustees – January 25, 2023 4:30 p.m.

Lyne Robitaille gave her regrets for the next Board of Trustees meeting.

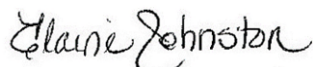
15. DISCUSSION PERIOD & MEETING EVALUATION

Board members discussed recent medical topics in the news to keep an eye on, along with a CHSO webinar talking about Employee Assistance Programs (EAP)

Jeremy noted that at SJGHEL we do have an EPA for staff, and notes that if there is more, we could be doing, we can look into it.

17. ADJOURNMENT

The meeting adjourned at 5:45 p.m. on a motion by Lyne Robitaille.



Elaine Johnston
Board Chair



Jeremy Stevenson
Chief Executive Officer/Secretary-Treasurer