

**ST. JOSEPH'S GENERAL HOSPITAL ELLIOT LAKE**  
**Board of Trustees Meeting – Minutes**  
**Wednesday, March 30, 2023 –Boardroom and MSTeams**

The Board of Trustees met on Wednesday, March 30, 2023 at 4:30 p.m.

**ATTENDANCE**

**Appointed Voting Trustees**

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

**Ex-Officio Voting Trustees**

10. Sr. Trina Bottos, CHSO Representative (*Teams*)
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 (*Teams*)
14. Dr. Frank Chi, Chief of Medical Staff (*Regrets*)
15. Dr. Chris Prescott, Medical Staff President (*Regrets*)

**Senior Management (Guests)**

16. Chris Piel, CFO/VP Finance & Corporate Services
17. Rhonda Watson, VP HR, Strategy & Transformation

**Guest Presenter**

18. SIGHEL Meditech Expanse Presentation, Chris Piel and Anja Martin Teams

**MINUTES**

**1. PRESENTATION – Meditech Expanse Presentation**

To serve as a refresher for the board members that were involved from the inception of the Meditech Expanse project and for new board members to bring them up to date, Anya and Chris gave an update presentation. They outlined the beginnings of the project, why and how it got started along with the benefits to patients and physicians, where we are currently with it, and the projections for the project's completion.

Chris and Anja answered questions from the Board members as they came up.

**2. CALL TO ORDER & APPROVAL OF AGENDA**

A round of introductions to Rhonda Watson, St. Joseph's General Hospitals interim VP of Human Relations, Strategy & Transformation was given.

Elaine Johnston called the meeting to order at 5:04 p.m.

**Motion # 1**

***Moved by:*** Lee Buck

***Seconded by:*** Sr. Trina Bottos

***The Board of Trustees hereby adopts the agenda as presented.***

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*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 – The Sacredness of Life** Elaine read the value Sacredness of Life, *“We will ensure dignity and respect for life from conception to natural death.”*

Elaine touched on some of the ways that St. Joseph's General Hospital Elliot Lake shows respect for this value through palliative care, towards new life, and the questions asked of Board Trustee candidates in the interview process.

There were no additional comments from board members.

**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 February 1, 2023, noting that with minor grammatical revisions the minutes would be accepted, and the motion passed.

**Motion # 2**

***Moved by:*** Jennifer Carling

***Seconded by:*** Heather Goulding

***The Board of Trustees hereby adopts the minutes of February 1, 2023, Board meeting.***

***Vote taken.***

***Motion Carried.***

**8. ITEMS FROM PREVIOUS MEETING**

There were no items brought forward from previous meeting.

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

Sister Trina Botto's report was reviewed by board members. It was agreed upon that the Board Report should be sent along and emailed to the Bishop, and that Sheila Hoo would action this.

**10. LEADERSHIP REPORTS**

**10.1. CEO & Senior Leadership Team Board Report /Jeremy Stevenson**

Jeremy referred to his report (see CEO & Senior Leadership Team Board Report dated March 30, 2023).

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Jeremy went through his report highlighting key priorities. Jeremy and Senior Leadership answered questions as they arose from Board members.

**Motion # 3**

***Moved by:*** Lee Buck

***Seconded by:*** Bruce Ibbitson

***The Board of Trustees hereby approves the SJGHEL Quality Improvement Plans (QIP) Work Plan and the SJM Quality Improvement Plans (QIP) Work Plan as presented for submission to Health Quality Ontario (HQP).***

***Vote taken.***

***Motion Carried***

**Motion #4**

***Moved by:*** Heather Goulding

***Seconded by:*** Jennifer Carling

***The Board of Trustees hereby approves the emergency purchase of Telemetry equipment costing \$455K (before taxes).***

***Vote taken.***

***Motion Carried***

**Motion #5**

***Moved by:*** Lee Buck

***Seconded by:*** William Elliott

***The Board of Trustees hereby approves the CIBC General Banking Resolution as presented.***

***Vote taken.***

***Motion Carried***

**Motion #6**

***Moved by:*** Sheila Hoo

***Seconded by:*** Lee Buck

***The Board of Trustees hereby moves to go In-Camera***

The Board of Trustees requested that Jeremy Stevenson and Connie Free remain for the in-camera discussion regarding briefing note 'Litigation Update on HIROC file 321914', while excusing Rhonda Watson and Chris Piel.

**Motion #7**

***Moved by:*** Bruce Ibbitson

***Seconded by:*** Heather Goulding

***The Board of Trustees hereby moves to go out of Camera.***

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**11. COMMITTEE REPORTS**

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

The draft minutes of January 19, 2023 were reviewed and there were no questions or comments.

**11.2 Board Quality Committee/Lyne Robitaille**

The draft minutes of January 11, 2023 were reviewed and there were no questions or comments.

**11.3 Finance & Audit Committee**

There were no minutes for review as the March 22, 2023 meeting was postponed to May 18, 2023, at which time the Minutes of February 8<sup>th</sup> will be reviewed. Also, to be discussed at that time will be the reports submitted for the audits, pay equity, and the budget.

**12. NEW BUSINESS**

Briefing Note – Service Accountability Agreements

**Motion #8**

**Moved by:** Heather Goulding

**Seconded by:** Jennifer Carling

***The Board of Trustees hereby passes the resolution that includes:***

***For the Chair of the Board of Trustees (or designate) to sign the M-SAA for the period from April 1, 2023, to March 31, 2024***

***For the Chair of the Board of Trustees (or designate) to sign the L-SAA for the period from April 1, 2023, to March 31, 2024***

***For the Chair of the Board of Trustees (or designate) to sign the L-SAA Declaration of Compliance for the period from January 1, 2022, to December 31, 2022.***

***Vote taken.***

***Motion Carried***

**13. FUTURE MEETINGS**

13.1 Board Quality Committee – Wednesday May 10, 2023, 12 p.m.

13.2 Board Finance and Audit Committee – Wednesday May 18, 2023 12 p.m.

13.2 Board of Trustees – Wed, May 24, 2023 4:30 p.m. Postponed to June 1, 2023, 4:30 p.m.

**14. DISCUSSION PERIOD & MEETING EVALUATION**

The evaluation form was distributed.

William Elliott gave an update on behalf of Martin Grace at his request regarding his health.

**15. ADJOURNMENT**

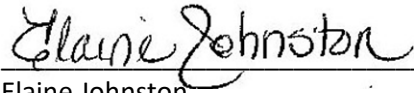
The meeting adjourned at 6:10 p.m. on a motion by Jennifer Carling.

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Elaine Johnston  
Board Chair



Jeremy Stevenson  
Chief Executive Officer/Secretary-Treasurer

JS/mi