

**Stevenson Memorial Hospital
Board of Directors
Meeting Minutes**

March 3, 2022
Teams Meeting
5:00 p.m.

In attendance:

Elected Directors: John Murray, Board Chair; Shelly Cunningham, Norm Depta, Vice Chair, Wendy Fairley, Sheila Kaarlela, Jan Tweedy, Alison Howard, Kevin Mullins, Nishika Jardine, Colleen Butler, Jeff Stubbs, Treasurer

Ex Officio Directors: Jody Levac, President & CEO; Dr. J. Scheeres, Chief of Staff, Boris Pavlin, Chair, Foundation; Dr. O. Ramirez, President of Professional Staff, William Bye, VP, CFIO, Gary Munro, Auxiliary President

Staff: Sharon Crowe, Board Liaison

Guests:

Regrets: David Knight

1.0 WELCOME, CALL TO ORDER & LAND ACKNOWLEDGEMENT – 5:03 pm

1.1 Quorum

J. Murray advised that a quorum was present.

1.2 Declaration of Conflict of Interest

J. Murray reminded Board members in attendance of their responsibility to declare conflicts of interest, as outlined in the Corporation's Bylaws, and asked if anyone present wished to declare a conflict. None were declared.

1.3 Approval of the Agenda

Motion: Moved by J. Tweedy, seconded by N. Jardine.

"That the Board of Directors approves the agenda as presented."

All in favour. Motion passed.

2. PRESENTATIONS – There were none this month.

3. CONSENT AGENDA

3.1 Board of Directors Minutes – February 3, 2022

*Motion: Moved by S. Kaarlela, seconded by A. Howard.
“That the Board of Directors accepts the consent agenda as presented.”
All in favour. Motion passed.*

4. BUSINESS ARISING FROM CONSENT AGENDA – There was none.

5. REPORTS

5.1 Report of the Chief of Staff

Dr. J. Scheeres provided updates to the Board on the following:

- MAC met and went through the credentialing process which will be discussed In-Camera.
- COVID – 19, Dr. Dhindsa is keeping the senior leadership informed about new medications that are forthcoming. Paxlovid has been added to the medication list.
- Dr. Myatt is leading the Cough, Cold and Flu clinic. Running Wednesdays and Fridays from 1 – 5 pm. Good support from Vicki Hoffman, our pharmacist and from doctors. This will take pressure off the Walk-In clinics and the Emergency Department. Discussion about the COVID medications that will be available by prescription from the clinic. The Family Health Team pharmacy will be able to fill these prescriptions.

5.2 Report of President of the Professional Staff

Dr. Ramirez updated on the following:

- Professional Staff had a recent meeting. It was very well attended. Hoping next meeting is in person.
- Reviewed COVID protocols. Still having issues with in-patient Hospitalist service. Trying to help where able. Hoping this will stabilize. Dr. Dhindsa is doing a great job in this area.

5.3 Report of the VP Corporate Services/CFIO

W. Bye's report was circulated with the meeting package and he provided a short presentation on the following:

- Projecting a small surplus at year end
- Outlined fiscal pressures
- Capital and Operational budgets for 2022/23 are in process

Questions raised about Cyber-Security and how HR staff are managing.

5.4 Report of President and CEO

J. Levac updated the Board on the following:

- Overview of Science Table/Assessment Centre
- CNE Recruitment – Welcome Julia Sek
- Health Capital Branch update
- Surgery Ramp Up

- Simcoe County Hospital Alliance
- MRI update
- OHT update
- Strategic Planning – Patsy Morrow will present to the Board in June.

5.5 Report of the Auxiliary President

Gary Munro shared the following update:

- Treasures and Treats are having two sidewall sales for staff.
- Raffle - may have early bird draws this year of gift cards donated by local businesses.
- Auxiliary return to hospital – discussing options for the Coffee Corner. Planning to buy hot and cold vending machines for beverages.

5.6 Report of the Foundation Board Chair

B. Pavlin referenced his report included in the Meeting package including:

- Good news recently about a major gift. Will be announced shortly.
- Campaign Cabinet meetings are well run and reports are succinct.
- Board would like to see Organizational charts for Foundation staff and Campaign Cabinet members.

ACTION: B. Pavlin to present Organizational Charts of the SMH Foundation and Campaign Cabinet at the April Board meeting.

6. RECRUITMENT

6.1 Board Director Recruitment Update – W. Fairley

Interviewing for Board members will take place first week of April. Ad in paper for 2 weeks. Two advisory members would like to apply. Will update at the May Board meeting.

7. REPORT OF THE BOARD CHAIR

J. Murray advised on his activities in the past month including:

- Sent out letter of support for staff today. This was received well by staff.
- Reviewing multiple funding letters

ACCEPT ALL REPORTS

Motion: Moved by W. Fairley, seconded by C. Butler.

“That the Board of Directors accepts all reports as presented.”

All in favour. Motion passed.

8. IN CAMERA SESSION

Motion: Moved by N. Depta, seconded by K. Mullins.

“That the Board moves to in-camera session.”

All in favour. Motion passed.

Motion: Moved by S. Cunningham, seconded by K. Mullins.

DRAFT

*"That the Board moves into open session."
All in favour. Motion passed.*

The Board Chair advised that the following motions arose from the in-camera session:

- Five (5) new applications for privileges for members of the medical staff; and
- Two (2) extensions in privileges for members of the medical staff; and
- Eight (8) changes in privileges for members of the medical staff.

9. NEXT MEETING DATE

The next Board meeting will be held on Thursday April 7th, 2022.

There being no further business, the meeting adjourned at 6:32 p.m. Moved by W. Fairley.
Motion passed.



John Murray, Board Chair

Recording Secretary: Sharon Crowe