

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

November 4, 2021

Teams Meeting

5:00 p.m.

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**In attendance:**

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

**Ex Officio Directors:** Jody Levac, President & CEO; Carrie Jeffreys, VP, Patient Services & Chief Nursing Executive; William Bye, VP, CFIO; Boris Pavlin, Chair, Foundation; Dr. Barry Nathanson, Chief of Staff; Gary Munro, President, Auxiliary

**Staff:** Sharon Crowe, Board Liaison

**Guests:**

**Regrets:** Dr. O. Ramirez, President of Professional Staff; John Murray, Board Chair, David Knight

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**1.0 Welcome, Call to Order & Land Acknowledgment – 5:03 pm**

N. Depta chaired the meeting in J. Murray's absence.

**1.1 Quorum**

N. Depta advised that a quorum was present and declared the meeting to be properly constituted for the transaction of business.

**1.2 Declaration of Conflict of Interest**

N. Depta 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. No declarations were made.

**1.3 Approval of the Agenda**

*Motion: Moved by W. Fairley, seconded by J. Tweedy.*

*"That the Board of Directors accepts the agenda as amended."*

*All in favour. Motion passed.*

**2. PRESENTATIONS – No presentation this month.**

**3. CONSENT AGENDA**

### 3.1 Board of Directors Minutes – October 7, 2021

*Motion: Moved by S. Cunningham, seconded by J. Stubbs.*

*“That the Board of Directors accepts the consent agenda as presented.”*

*All in favour. Motion passed.*

## 4. BUSINESS ARISING FROM CONSENT AGENDA

4.1 Review Executive Committee Terms of Reference with regard to Committee’s mandate to make decisions in place of the Board in certain circumstances.

After discussion, it was agreed that the Executive Committee Terms of Reference should be referred to the Governance and Nominating Committee (GNC) to ensure alignment and compliance with the new Ontario Not for Profit Corporations Act.

**Action: Send Executive Committee Terms of Reference to the GNC.**

## 5. REPORTS

### 5.1 Report of the VP/CNE

C. Jeffreys updated on:

- Obstetrics
- Assessment Centre
- Vaccination Update for Staff and Community
- Stevenson Memorial Hospital’s COVID-19 Positivity Rates

A copy of C. Jeffreys’ presentation was sent to the Board under separate cover.

### 5.2 Report of the Chief of Staff

Dr. B. Nathanson advised:

- Letter was sent to the Board of Directors. This is Dr. Nathanson’s last Board Meeting and he would like the letter to the Board to speak for itself.
- Pandemic update and Board meetings in person. Vaccination alone is not going to control the disease. He advised no food for in person meetings, so masks stay on. Distancing of at least 6 feet between chairs. Meetings should be held in a much larger space with adequate ventilation.
- Many hospitals are struggling culturally. Stevenson is not seeing this.
- Redevelopment – can’t believe we haven’t gotten redevelopment, harder and harder to serve patients in an old, antiquated building.

### 5.3 Report of VP, CFIO

W. Bye updated on:

- 2021-22 Year to Date
- 2021-22 Fiscal Fluctuations
- Fiscal pressures for 2022-23

A copy of W. Bye’s presentation was sent to the Board under separate cover.

**DRAFT**

#### **5.4 Report of President and CEO**

J. Levac advised the Board on the following matters:

- Premier Ford's announcement re: no mandated vaccinations for healthcare workers
- Science Table data
- COVID@home
- In-Person Board meetings

A copy of J. Levac's presentation was sent to the Board under separate cover.

#### **5.5 Report of the President of Professional Staff**

Dr. Ramirez was absent. No report received.

#### **5.6 Report of the Foundation Board Chair**

B. Pavlin referenced the written report circulated with the agenda and highlighted the following:

- S. Cunningham and J. Levac presented at last Foundation Board meeting; also a presentation by Sylvia Biffis
- 6 month financials and donation report was attached

#### **5.7 Report of Auxiliary President**

G. Munro referenced his written report circulated in the meeting package and highlighted the following:

- Sidewalk sales, raised \$6000
- Raffle tickets still available

#### **6.0 Report of the Board Chair**

N. Depta reported on behalf of J. Murray that:

- It's been a fairly quiet month, working on Chief of Staff interviews for next week

#### **Accept All Reports**

Motion: Moved by S. Kaarlela, seconded by N. Jardine.

"That the Board of Directors accepts all reports as presented."

All in favour. Motion passed.

#### **10. In Camera Session**

*Motion: Moved by A. Howard, seconded by J. Tweedy.*

*"That the Board moves to in-camera session."*

*All in favour. Motion passed.*

*Motion: Moved by S. Kaarlela, seconded by C. Butler.*

*"That the Board moves into open session."*

*All in favour. Motion passed.*

**DRAFT**

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

- *Five (5) new applications for medical staff were approved; and*
- *Five (5) changes in privileges for members of the medical staff were approved.”*

#### **5. Next Meeting Date**

The next Board meeting will be held on Thursday, December 2, 2021.

There being no further business, the meeting adjourned at 7:10 p.m. Moved by J. Stubbs.



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Norm Depta, Board Vice-Chair

Recording Secretary: Sharon Crowe