

**Minutes of the Meeting of the MICs Board of Directors**  
**Wednesday, June 24<sup>th</sup>, 2020 – 19h00**  
**Via Zoom (LMH Lead Site)**

<b>ANSON GENERAL HOSPITAL</b>	
x	Danielle Delaurier – Chair
x	Ann Zsigmond
x	Stan Denault – Treasurer
x	Darcy Cybolsky – Municipal Representative
<b>BINGHAM MEMORIAL HOSPITAL</b>	
x	Bob Dennis – Chair
x	Irma Clarke – Vice-Chair
R	Roy Onlock – Treasurer
x	Jenny Gibson – Municipal Representative
<b>LADY MINTO HOSPITAL</b>	
x	Patricia Dorff – Chair
R	Ken Graham – Vice-Chair
	Vacant – Treasurer
x	Desmond O’Connor – Municipal Representative
<b>MICs GROUP OF HEALTH SERVICES</b>	
x	Paul Chatelain – MICs Chief Executive Officer
x	Isabelle Boucher – MICs Chief Nursing Officer
x	Dr. Joey Tremblay – MICs Chief of Staff
x	Dr. Auri Bruno-Petrina – MICs President of Medical Staff
<b>GUESTS</b>	
x	Suzanne Gadoury – MICs Executive Assistant ( <i>Recording Secretary</i> )
x	Gail Waghorn – MICs Chief Financial Officer / Executive Leader of Corporate Services
x	Oswald Silverson – BMH Board Candidate
x	Bill Allan – AGH Board Candidate

**1.0 Call to Order & Chairs Remarks (P. Dorff)**

1.1 The Chair opened the meeting and welcomed everyone. She then inquired if there were any declarations of conflict of interest. There were none.

**2.0 Approval of Agenda (P. Dorff)**

The agenda was reviewed.

Motion:

Moved by: A. Zsigmond

Seconded by: I. Clarke

Be it resolved,

**THAT** the MICs Board of Directors approve the board agenda as presented.

Carried.

### 3.0 Trustee Education / Presentations

3.1 N/A

### 4.0 Approval of Minutes (P. Dorff)

4.1 Minutes of the MICs Board of Directors meeting held May 27<sup>th</sup>, 2020 were provided for information.

Motion:

Moved by: I. Clarke

Seconded by: D. O'Connor

Be it resolved,

**THAT** the MICs Board of Directors approve the minutes of the meeting held May 27<sup>th</sup>, 2020 as presented.

Carried.

### 5.0 Follow-Up Items

#### 5.1 Review of the 2020-2021 Board Work Plan

- The Board Work Plan was reviewed for the month of June.
- The 2019-2020 Annual General Report was made available on SharePoint and the MICs website.
- Physicians and other allied health professionals' hospital privileges are being deferred until September.
- The committee list was sent to the board chairs to complete.
- The corporate scorecard is being presented today.
- The capital budgets were approved in May.

### 6.0 MICs Finance

#### 6.1 Line of Credit: (G. Waghorn)

- We currently have a line of credit of \$500,000 and asking for approval to apply to increase it to \$1,000,000

Moved by: D. O'Connor

Seconded by: I. Clarke

Be it resolved,

**THAT** the MICs Board of Directors approve the increase of the Line of Credit to \$1,000,000

Carried.

### 7.0 Presentations/Reports (P. Dorff)

#### 7.1 Chief Executive Officer Report: (P. Chatelain)

- The report was provided for information.
- The CEO provided the following overview:

There were 65 regional cases in total; no new positive cases for 26 weeks but 2 new active cases occurred in Timmins recently bringing us to a total of 67

We continue to work on COVID-19 planning. Some of the highlights are:

- gradually reopening our outpatient services, Lab, DI and Day Surgery
- allowing outdoor visitation in Long-Term Care; planning for indoor visitation
- staffing our two Assessment Centers; planning for the future of COVID testing
- testing our LTC team members (twice in June) and acute care staff once
- constant education and communication to our physicians, team members and community members
- daily searching and procuring Personal Protective Equipment; ensure we always have 30 days of supplies
- We are still waiting for approval of over \$2.2 million in ECP grant funding proposals that were submitted for all sites. Phase II of the LMH Lab renovations is on hold until we hear back from the mechanical engineer. AGH Lab renovations is 98% complete. The chillers and freight elevator upgrade at BMH have resumed as of May 4<sup>th</sup>, 2020. The Honeywell energy project has also resumed.
- We received new base funding for 2020-21 in June. This includes a 1% small hospital allocation and annualized hospital pressure funding.
  - \$222K (LMH), \$474K (AGH) and \$129K (BMH)
  - ONA settled on a 1% salary increase for this fiscal year and another 1% effective April 2021
- Board Members were invited to ask questions.

## 7.2 Chief Nursing Officer Report: (I. Boucher)

- The CNO provided the following overview:
- Occupancy remains lower than usual at all sites especially at AGH; AGH has the most capacity to admit patients
- Some ALC patients have now been admitted to LTC
- We are working on a gradual reintroducing of outpatient services, specifically lab and DI; reintroducing visiting specialist clinics; Dr. Raveendran's clinic is booked for July 10<sup>th</sup>; other clinics will begin as early as August
- Endoscopy services will resume as soon as scopes are allowed to be performed
- Hospital visits started this week with restrictions in place; visitors are respecting the rules; no drop-ins are allowed
- We have recruited several RNs; we are still recruiting for BMH and LMH
- We are preparing an offer for a pharmacy technician
- The College of Pharmacists has confirmed their on site annual inspection in September
- The Patient Care Team is meeting tomorrow to finalize their goals and objectives.
- Board members were invited to ask questions.
- They asked how people can get their COVID test results; there is a link available; it will be emailed to them tomorrow.

## 8.0 **Medical Staff** (Dr. J. Tremblay)

### 8.1 Chief of Staff Report:

- Dr. Tremblay provided a verbal report.
  - He recommends that the AGH OR be converted to a negative pressure room in order to have the same standard as LMH; it is a best practice and will protect OR staff

- Over 60% of general surgeons and anesthesiologists have deemed gastroscopies as GMPs
- Physician recruitment remains our first priority; we are looking for 1 to 2 physicians per community
- Dr. Bethune has been reaching out to NOSM and other physicians, the Chief of Staff and the Dean
- The MICs Credentialing Committee met on June 22<sup>nd</sup> via Zoom to review all applications for reappointment; the committee will be recommending all applicants to the Medical Advisory Committee at the September meeting
- Surgical cases started on June 8<sup>th</sup>; there is a lot of prep work before and after each surgery; patients are screened by the clerk over the phone prior to a pre-op check
- We are slowly reintroducing outpatient services and consulting with specialists to reconvene visiting specialist clinics such as urology as soon as possible
- Working with engineers to set up the endoscopy suite

## 9.0 LHIN / MOHLTC Business (P. Chatelain)

9.1 N/A

## 10.0 MICs Quality Committee (I. Boucher)

10.1 Quality Committee Minutes

- Minutes of the meeting held March 18<sup>th</sup>, 2020 were provided for information.

10.2 Corporate Scorecard – Q4

- Legend - blue is optimal; green is good; yellow is caution; red is critical; purple is in development and black indicates not reported at this time
- Total Margin: no data available
- Medication Reconciliation at Discharge (QIP): AGH-88% / BMH-100% / LMH-88%
- Readmission of Mental Health Patients (QIP): no data available
- Resident Satisfaction (QIP): SCM-50% / RC-100% / VM-100%
- ER Client Satisfaction (QIP): AGH-91% / BMH-96% / LMH-100%
- Inpatient Client Satisfaction: AGH-92% / BMH-100% / LMH-93%
- Acknowledgement of Complaints (QIP): AGH-100% / BMH-100% / LMH-100%
- LTC Acknowledgement of Complaints (QIP): SCM-100% / RC-100% / VM-100%
- Percentage of Total Alternate Level of Care Days (QIP): AGH-54% / BMH-67% / LMH-59%
- Number of Emergency Department Visits: AGH-1,758 / BMH-527 / LMH-2,194
- Harmful Falls Experienced (LTC) QIP: no data available
- Hand Hygiene Compliance Before (Hospital): AGH-NR / BMH-92% / LMH-100%
- Hand Hygiene Compliance Before (LTC): SCM-NR / RC-94% / VM-94%
- Workplace Violence Incidents Reported (QIP): AGH-0 / BMH-1 / LMH-0
- Discharged Patient Summaries (QIP): AGH-63% / BMH-64% / LMH-37%
- Potential Avoidable ER Visits (LTC) QIP: no data available
- Turnover Rates: 14% annual rate
- Sick Incidents: 474/1,693
- Employee Satisfaction: NR
- Next accreditation is slated for 2022; will have to start preparing in the fall

## 11.0 Site Business (P. Dorff)

11.1 Anson General Hospital:

- N/A

11.2 Bingham Memorial Hospital:

- N/A

11.3 Lady Minto Hospital:

N/A

**12.0 Partnership Business (Bob Dennis)**

12.1 May 2020 Board Effectiveness Survey Results

- 12 out of 13 surveys were submitted.

12.2 June 2020 Board Effectiveness Survey

- The survey was emailed via Survey Monkey.

12.3 Election of Officers of the Board of Directors

- Deferred until September

12.4 Approval of the South Centennial Manor 96-Bed Application

- The application has been completed and requires board approval to submit to the ministry. Construction cost for a 96-bed facility is \$25M; \$7.7M needs to be fundraised over 25 years; must be co-signed by MOH&LTC before it is approved; working drawings; construction 2021; spring of 2023 completion
- Design might change due to COVID but the process must start nevertheless as it is a lengthy process; public consultation will be needed and probably done online; Dr. Fred Gibbons of Northern College as well as the Inninew Friendship Centre of Cochrane have provided letters of support; there is some push for the government to start paying for LTC homes
- Guests Suzanne de Laplante and Gilles Forget, Co-Chairs of the SCM Redevelopment Committee spoke on behalf of moving forward with the application for the redevelopment.

Motion:

Moved by: B. Dennis

Seconded by: A. Zsigmond

Be it resolved,

**THAT** the MICs Board of Directors approve the submission of a new 96-bed SCM application to the Ministry of Long-Term Care as presented.

Carried.

12.5 Approval of the ONE Wave 2 Implementation Planning Gate 2

- Board members participated in an education session on June 17<sup>th</sup> in order to make a better informed decision.

Motion:

Moved by: D. O'Connor

Seconded by: S. Denault

Abstained: B. Dennis

Abstained: I. Clarke

Be it resolved,

**THAT** the MICs Board of Directors accepts and endorses the recommendations of the ONE Workshop and agrees to proceed collaboratively towards further development of a NewCo governance model and operating model based on these recommendations be approved. The Hospitals will not be legally committed to participate in the NewCo until they approve and sign a Memorandum of Understanding reflecting the more detailed recommendations to be developed at Workshop 2.

Carried.

### 13.0 In Camera

#### 13.1 Motion to go in-camera

Moved by: B. Dennis

Seconded by: D. Delaurier

#### 13.2 Non-Union Salary Increase for 2020-2021

#### 13.3 Motion to go out of in-camera

Moved by: D. O'Connor

Seconded by: J. Gibson

#### 13.4 Motion to approve salary increase for non-union and management

Moved by: D. O'Connor

Seconded by: D. Delaurier

Be it resolved,

**THAT** the MICs Board of Directors approve the salary increase for non-union and management excluding the Executive Team for 2020-2021 effective April 1<sup>st</sup>, 2020 at an annualized cost of \$10,616.

Carried.

### 14.0 MICs News (P. Dorff)

- June 2020 MICs Newsletter was provided for information.

### 15.0 Next Meeting Date (P. Dorff)

- Wednesday, September 23<sup>rd</sup>, 2020 at 6:00 p.m. (BMH Lead Site)

### 16.0 Upcoming Meeting Dates

- TBD

### 17.0 Adjournment (P. Dorff)

- There being no further business, the meeting adjourned at 8:52 p.m.

### 18.0 Meeting without Management

#### 18.1 Discussion of Chief Executive Officer's Performance Summary

#### 18.2 Approval of Chief Executive Officer's Performance Summary

Motion to approve Chief Executive Officer's Performance Appraisal Summary

Moved by: A. Zsigmond

Seconded by: J. Gibson

Be it resolved,

**THAT** the MICs Board of Directors approve the Chief Executive Officer's Performance Summary as presented.

Carried.

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CHAIR, Bingham Memorial Hospital

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CHAIR, Anson General Hospital

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CHAIR, Lady Minto Hospital

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SECRETARY, MICs CEO