

Minutes of the Meeting of the MICs Board of Directors
Wednesday, November 23, 2022 – 18h00
Via Zoom (LMH Lead Site)

ANSON GENERAL HOSPITAL	
X	Danielle Delaurier – Chair
X	Ann Zsigmond – Vice-Chair
X	Fern Morrissette – Treasurer
	Vacant – Municipal Representative
BINGHAM MEMORIAL HOSPITAL	
X	Oswald Silverson – Chair
X	Melissa Laderoute – Vice-Chair
	Vacant – Treasurer
	Vacant – Municipal Representative
LADY MINTO HOSPITAL	
X	Pat Dorff – Chair
X	Susan Nelson – Vice-Chair
	Vacant – Treasurer
	Vacant – Municipal Representative
MICs GROUP OF HEALTH SERVICES	
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
GUESTS	
X	Tiffany Smith – MICs Executive Assistant (<i>Recording Secretary</i>)
X	Gail Waghorn – MICs Chief Financial Officer
X	Randy Knox - Guest

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

- 1.1 Land Acknowledgement: We would like to acknowledge that we are hosting this meeting from the traditional territory of the Algonquin and Cree People of Apitipi Anicinapek Nation and Taykwa Tagamou First Nation, located in Treaty 9 Territory.
- 1.2 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: O. Silverson

Seconded by: F. Morrissette

Be it resolved,

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

Carried.

3.0 Trustee Education / Presentations (CEO)

3.1 Credentialing 101

- The CEO presented the Credentialing 101 presentation to the Board
- Paula Trettner is willing to do a follow-up presentation on credentialing in January 2023.
- Board members were invited to ask questions.

4.0 Approval of Minutes (P. Dorff)

4.1 Minutes of the MICs Board of Directors meeting held October 26, 2022 were provided for information.

Motion:

Moved by: O. Silverson

Seconded by: S. Nelson

Be it resolved,

THAT the MICs Board of Directors approve the minutes of the meeting held October 26, 2022 as presented.

Carried.

5.0 Follow-Up Items (CEO)

5.1 Review of the 2022-2023 Board Work Plan

- The Board Work Plan was reviewed for the month of November.
- Credentialing 101 education presentation was reviewed tonight
- Board Orientation is being scheduled; looking into early January to reach the Board's new municipal representatives.

6.0 MICs Finance (CFO)

6.1 Second Quarter Financial Reports including Capital

- The operating statements were provided for information

BMH

- In an operating deficit of (\$122,501)
- Total Operating Revenue: \$4,641,913
- Total Operating Expenses: \$4,764,413
- Hospital Operating Margin -2.64%
- Consolidated Operating Margin -2.64%
- Agency nursing \$279,511

AGH

- In an operating surplus position of \$210,938
- Total Operating Revenue: \$6,438,075
- Total Operating Expenses: \$6,227,137
- Hospital Operating Margin of 3.28%
- Consolidated Operating Margin of -2.27%

- Agency nursing \$630,140

SCM

- In an operating deficit of (\$390,623)
- Agency nursing \$239,359

LMH

- In an operating deficit of (\$327,799)
- Total Operating Revenue: \$6,739,264
- Total Operating Expenses: \$7,032,194
- Operating Margin of -4.04%
- Consolidated Operating Margin of -5.37%
- Agency nursing \$123,016

VM

- In an operating deficit of (\$187,241)
- Agency Nursing costs \$132,419
- All Hospitals have had their 2% base increase confirmed
- For hospitals, COVID funding, excluding Assessment Centers is being discontinued after Q1 (June 2022) which means all those additional costs are impacting our bottom line
- Long-Term Care has a commitment for COVID prevention and containment funding
- Agency nursing costs are high in all organizations, particularly AGH. At AGH, we can actually see that our benefit costs are dropping as agency nurse costs increase, However, agency nursing is still way more expensive.
- Our balance sheets are still strong. We have a lot of working capital. We will start to see that decrease as our committed capital projects come to fruition.
- MICs holds an investment portfolio that had a market value of \$5.264 million at the end of September.
- The Capital report is based on “spend” not ordered and is provided for Board information.
- Board members were invited to ask questions.

Motion to approve Second Quarter Financial Reports including Capital

Moved by: D. Delaurier

Seconded by: A. Zsigmond

Be it resolved,

THAT, the MICs Board of Directors approve the Second Quarter Financial Reports including Capital for Bingham Memorial Hospital, Anson General Hospital, South Centennial Manor, Lady Minto Hospital and Villa Minto as recommended by the Audit and Finance Committee.

Carried.

6.2 2022/2023 LTC Operating Budgets

- The LTC budgets are an internal management document and are not filed with the MOHLTC. We bring them to the Board for approval, as it is important for the Board to be aware of what the budgets are.
- The budgets have been complete for a while but we introduced them at the Finance Committee of the Board.
- For 23/24, the plan is to tie the timeframes in closer to the hospital deadlines.

- SCM deficit budget \$(798,451)
 - Increase in revenue is being offset by increased staffing costs
- VM deficit budget \$(75,369)
 - Same scenario but able to rationalize some costs for VM because it is attached to the hospital
- Board members were invited to ask questions.

Motion to approve the 2022/2023 LTC Operating Budgets

Moved by: F. Morrissette

Seconded by: S. Nelson

Be it resolved,

THAT, the MICs Board of Directors approve the 2022/2023 LTC Operating Budgets for South Centennial Manor and Villa Minto as recommended by the Audit and Finance Committee.

Carried.

6.3 2023/2024 Operating Budget Assumptions

- Initial 2023-2024 HAPS is due December 2, 2022 and the final 2023-24 HAPS is due January 31, 2023.
- Board approval of the HAPS is at the discretion of the hospital rather than a requirement.
- Hospitals are required to complete a HAPS narrative to be included with their submission in SRI.
- More information to follow regarding changes to the indicator and indicator calculations.
- The Budget Assumptions were approved by the Finance Committee of the Board
 - Revenues:
 - MOH Base Funding increase: 2%
 - All other revenues: 1%-2% depending on category
 - Expenses:
 - Salaries:
 - Executive – frozen
 - Non-union staff – 3% annualized
 - SEIU - 1% annualized
 - ONA – 3% annualized
 - OPSEU – 3% annualized
 - Benefits – Specific to each benefit category: government (EI, CPP, EHT) insurance, health benefits, WSIB
 - Utilities – per ECNG estimates
 - Drugs and all other supplies and expenses – Overall increase in the 2% threshold with some higher cost increases; higher in some areas – utilities, drugs, lab supplies, raw food
- Board members were invited to ask questions.

Motion to approve the 2023/2024 Operating Budget Assumptions

Moved by: O. Silverson

Seconded by: A. Zsigmond

Be it resolved,

THAT, the MICs Board of Directors approve the 2023/2024 Operating Budget Assumptions for Bingham Memorial Hospital, Anson General Hospital, South Centennial Manor, Lady Minto Hospital and Villa Minto as presented.

Carried.

7.0 Presentations/Reports (P. Dorff)

7.1 Chief Executive Officer Report: (CEO)

- COVID-19 update:
 - We have been managing a number of COVID outbreaks, which has been exhausting for everyone including our staff.
 - We will continue with active screening in the hospitals until the end of December, as we are no longer funded to do so. We will implement passive screening in January.
 - We continue to run and staff three Testing centers; 2 days per week in Cochrane and in Iroquois Falls, and 1 day in Matheson and have been funded to continue to March 2023.
- The AGH Freight Elevator is still waiting for TSSA inspection, which continues to delay the AGH Passenger Elevator Project. SCM Generator is still waiting for repairs to be completed. There is a rental backup generator in place. BMH Rosedale expansion project is underway as well as Negative Air Installations. The BMH X-ray project is to commence in the latter part of November. LMH AHU's construction continues including AHU#3. Measures put in place have allowed this project to continue but weekend work is required to expedite a 4-week completion time frame. Proposed tender dates for LMH Lab are scheduled for the end of November as well as the LMH Pharmacy upgrade. Contractors are still difficult to obtain and there are continuing delays in obtaining materials, which impacts all projects.
- We have received our HIRF allocations for 2022/23: \$602,971 BMH; \$772,782 LMH; \$758,270 AGH.
- We have submitted the CT scanner business case along with letters of support to the Ministry. This will take some time to approve.
- A delegation will be made to the new council in Iroquois Falls on December 19, 2022, on the SCM redevelopment project. Open Forum with the Town of Iroquois Falls on January 19, 2023.
- The Moose FM Community Cares Radiothon is set for Friday, December 2, 2022. The fundraiser proceeds will go towards the new Infusion Pumps for all three sites.
- Board members were invited to ask questions.

7.2 Chief Nursing Officer Report: (CEO)

- Nursing Recruitment and Retention: Recruitment efforts are ongoing. No success with recruitment firm as of yet. Continue to rely on the support of Agency nurses.
- Accreditation: Received decision - Accredited with Commendation. This is exciting news!
- Pharmacy: Continue to recruit a full-time Pharmacist. North West Pharmacies provides FT remote support. Pharmacy upgrade potentially starting in January. ADUs arriving in the New Year.
- IPAC: no active outbreaks, seeing an increase in respiratory illnesses in our ER departments (triple threat-COVID, Influenza, RSV)
- The 2023/2024 Quality Improvement Plan is in motion; will provide more information at the January meeting.
- Board members were invited to ask questions.

8.0 Medical Staff (MICs Chief of Staff)**8.1 Chief of Staff Report**

- MICs Chief of Staff provided a verbal update on the following:
 - No news on Physician Recruitment
 - Medical Learners have arrived at BMH
 - Emergency departments are stable
 - OR is stable and doing well
 - Endoscopy still on hold at AGH
 - No active COVID-19 outbreaks at this time; ER numbers are high with respiratory illness
- Board members were invited to ask questions.

8.2 Medical Advisory Committee Minutes

- Minutes of the MAC meeting on October 15, 2022 were provided for information.
- Board members were invited to ask questions.

9.0 Ontario Health North / MOHLTC Business (CEO)**9.1 CT Scanner Proposal**

- We have submitted the CT scanner business case along with letters of support to the Ministry. We have confirmation that the application was received. Hoping to provide this service in 2023.

9.2 SCM Redevelopment Update

- Land secured and severed; lease needs to be put in place
- Ministry of LTC will increase the construction funding subsidy
- Auditors are reviewing the statements; update on construction costs
- Delegation for the Town of Iroquois Falls, Dec 19, 2022 at 6p.m. to provide an update
- Open forum on January 19th; Neil from Architect 49 will be invited

9.3 2022-23 Hospital Funding Flexibility – OHA Member call Nov 17, 2022

- Screening in Acute care will end in December as COVID funding has stopped
- Board members were invited to ask questions

10.0 MICs Quality Committee (CNO)**10.1 Accreditation**

- Executive Summary was provided for information
- Next Steps - address follow-up items to maintain accreditation level as per timelines
- Consider a Patient or Family Advisor to sit on the Board

11.0 Physician & HR Recruitment (CEO)**11.1 Worker Bees Update**

- Approval received for financial reimbursement for CEO and CHRO to attend the Recruitment Fair; requested reimbursement for Grand Bend in January as well.
- Have to wait until the new council is in place to follow up with the two applicants for the Physician Recruiter position.
- Board members were invited to ask questions.

11.2 Physician Assistant

- Funding was approved for 3 PA's, no applicants; need to be hired by December 31, 2022

12.0 Indigenous and French Language Issues (CEO)

12.1 N/A

13 Site Business (P. Dorff)13.2 Anson General Hospital:

- N/A

13.3 Bingham Memorial Hospital:

- Ultrasound Renovation Change Order – deferred
- Diagnostic Imaging renovation plan updated to incorporate an office, washroom and sink.
- Change Order will be sent out via email

13.4 Lady Minto Hospital:

- N/A

13.0 Partnership Business (P. Dorff)14.1 October 2022 Board Effectiveness Survey Results

- Eight out of 12 surveys were submitted.

14.2 November Board Effectiveness Survey

- The survey will be emailed to the Board members following the meeting.

14.3 Strategic Planning Update (CEO)

- CEO discussed goals and objectives to be updated with Executive
- Will bring the new Strategic Goals and Performance Measures for 2023 to the Strategic Planning Committee Meeting in February

14.0 In Camera

15.1 Motion to go in camera

Moved by: D. Delaurier

Seconded by: O. Silverson

15.2 Approval of Hospital Privileges

15.3 Motion to go out of in-camera

Moved by: F. Morrissette

Seconded by: A. Zsigmond

15.4 Approval of Hospital Privileges

Motion to approve midwife privileges for Kelly Stansa as recommended by the MICs Medical Advisory Committee

Moved by: S. Nelson

Seconded by: D. Delaurier

Be it resolved,

THAT the MICs Board of Directors approve midwife privileges for Kelly Stansa as recommended by the MICs Medical Advisory Committee as presented
Carried.

15.0 MICs News (P. Dorff)

- The November 2022 MICs Newsletter was provided for information.

16.0 Next Meeting Date (P. Dorff)

- Wednesday, January 25, 2022 at 6:00 p.m. (BMH Lead Site) via zoom

17.0 Upcoming Meeting Dates

- As per agenda

18.0 Adjournment (P. Dorff)

- There being no further business, the meeting adjourned at 7:54 p.m.

CHAIR, Bingham Memorial Hospital

CHAIR, Anson General Hospital

CHAIR, Lady Minto Hospital

SECRETARY, MICs CEO