



Board of Directors Meeting Minutes October 30, 2019

Present

Jason Nesbitt (<i>Chair</i>)	Ken McIntyre	Eileen Ervin	Jay Lucas
Kaiya Morriseau-Ferguson	Chris Martin	Benoit Rioux	Dr. Lindsay McLeod*
Dr. Sarah Newbery*	Adam Brown*	Janet Gobeil*	Carol Huard*

By Invitation

Janet Martel
Suzanne Bouchard
Beth Ryan
Emily Bruce

Regrets

Paula Verin
John McKinnon
Dr. Sayali Tadwalkar*

*Denotes non-voting member

Call to Order

The October 30, 2019 NOSH Board of Directors Meeting was called to order at 6:05pm

1. Declaration of Conflicts

2. Approval of Agenda

October 30, 2019 (M)

Moved by: Benoit Rioux

Seconded by: Ken McIntyre

THAT the agenda of the May 29, 2019 NOSH Board of Directors meeting be accepted.

CARRIED

3. Committee Reports

Quality Committee

3.1 Review of Quality Indicators

Beth Ryan reviewed the Q2 Quality Indicators and the Dashboard was included in the meeting package.

3.2 Strategic Plan Projects Update

Adam Brown reviewed the updated Strategic Plan Projects that was displayed on the projection for the committee to review.

3.3 Review of Quality Committee TOR

Jason Nesbitt reviewed the Quality Committee Terms of Reference on behalf of the Quality Committee. He is not recommending any changes at this time.

Finance Committee

3.4 Qtly Finance Submissions

Janet Martel reviewed the Q2 YTD financial submissions. The Statement of Revenue and Expenditures, Balance Sheet, Capital Expenditures and Statistical Summary were included in the meeting package. Ken McIntyre, treasurer, reviewed the Q2 Financials with Janet Martel prior to the meeting.

3.5 Review of Finance Committee TOR

Ken McIntyre reviewed the Finance Committee Terms of Reference on behalf of the Finance Committee. He is not recommending any changes to the Finance Committee Terms of Reference.



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Ken McIntyre reminded the Board of Directors of their responsibility to review and understand the financials that are presented. He recommends that the each Board of Director member sits down with Janet Martel if they have the time to get a better understanding.

3.6 Review of Fiscal Advisory Committee TOR

Ken McIntyre reviewed the Fiscal Advisory Committee Terms of Reference on behalf of the Finance Committee and is not recommending any changes at this time.

Mr. McIntyre was present at this year's Fiscal Advisory Committee meeting and reported that staff has been able to reduce costs by only asking for what is required. He noted the difficulty involved with managing staff and training costs which leave inadequate funds for capital.

Governance Committee

3.7 Review of Governance Committee TOR

Jason Nesbitt reviewed the Governance Committee Terms of Reference and is not recommending any changes at this time.

3.8 Review of Executive Committee TOR

Jason Nesbitt reviewed the Executive Committee Terms of Reference. Mr. Nesbitt is not recommending any changes to the Terms of Reference at this time.

3.9 Complete Board Self-Assessment

Beth Ryan reminded the committee to complete their self-assessments for the upcoming Accreditation review.

Board Meeting

1. **Approval of the Minutes:**

Moved by: Eileen Ervin

Seconded by: Kaiya Morriseau-Ferguson

THAT the minutes of the September 25, 2019 NOSH Board of Directors meeting be accepted as circulated.

CARRIED

2. **Patient Story**

Janet Gobeil shared a patient story at the request of a patient who recently suffered a heart attack and wished to share her unusual symptoms to create awareness for other women who may experience similar symptoms. The patient thanked the nursing and physician staff who cared for her in the ER.

3. **Reports:**

3.1 Board Chair Report

Jason Nesbitt shared his verbal report about a recent retreat experience for another Board and noted that he feels the NOSH Board stands out for leadership and forward thinking. Mr. Nesbitt expressed thanks to all Board members and management staff.

3.2 Chief of Staff Report

Dr. Sarah Newbery submitted the report prior to the meeting for review and it was included in the meeting package.



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Dr. Newbery highlighted that the flu vaccine is now available at the clinics and ads are out on CFNO and on the clinic websites. Dr. Newbery also updated the Board that the CPSO (The College of Physicians and Surgeons Ontario) has created Continuity of Care policies that aim to close some of the common gaps in care between referrals and consultations. Both sites are working to ensure compliance.

Dr. Newbery shared that there are currently two NOSM students at both sites and one resident at Wilson Memorial.

3.3 Administration Quality Report

Suzanne Bouchard reviewed the Administration Quality Report which was included in the meeting package.

Suzanne Bouchard highlighted that there have been significant staffing issues related to recruiting RNs and the Senior Administration team are trialing different solutions. Discussion revolved around whether programs could be at risk due to the staffing shortages. The suggestion was made to partner with other businesses in town and create a promotional video showcasing the communities of Marathon and Terrace Bay. It was agreed to build an economic case to advocate for building resources in small communities.

TASK: Adam Brown to consider all pathways and report back.

3.4 Quality Snapshot

Beth Ryan provided a Quality Snapshot to the Board which was included in the meeting package.

4. Items for Information

4.1 Insurance Review

Janet Martel provided a slide show review of NOSH's insurance coverage.

5. Items Requiring Consent

5.1 Finance Submission

Moved by: Ken McIntyre

Seconded by: Benoit Rioux

THAT the NOSH 2019/20 Q2 YTD Financials be submitted as presented.

CARRIED

6. In Camera

Moved by: Chris Martin

Seconded by: Kaiya Morriveau-Ferguson

THAT the Board of Directors meeting move in camera

CARRIED

7. Task List and Adjournment