



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

February 4, 2021

Teams Meeting

5:00 pm

**Vision: Setting a New Standard for Community Hospital Care
Mission: Promising Progress, Pursuing Perfection**

"P"= Present, "R"= Regrets, "A"=Absent, "T"=Teleconference, "S"= Staff, "G"= Guest, "E"= Ex-Officio							
Colleen Butler	P	John Murray	P	Norm Depta	P	David Knight	P
Wendy Fairley	P	Jan Tweedy	P	Sheila Kaarlela	P	Kevin Mullins	P
Shelly Cunningham	P	Jeff Stubbs	P	Alison Howard	P	Nishika Jardine	P
Jody Levac	E,P	Carrie Jeffreys	E,P	William Bye	E,P	Barry Nathanson	E,P
Tim Macdonald	G,P	Gary Munro	E,A	Oswaldo Ramirez	E,L, LE		

Chair: John Murray

Recorder: Sharon Crowe

1.0 WELCOME AND CALL TO ORDER – J. Murray

Meeting called to order at 5:02 pm.

1.1 Quorum

J. Murray advised the Directors there was a quorum.

1.2 Declaration of Conflict of Interest

J. Murray reminded those in attendance of their responsibilities as Board members with respect to conflicts of interest, as outlined in the Corporation Bylaws, and asked if anyone present wished to declare a conflict of interest. No declarations were made.

1.3 Approval of the Agenda

Motion: Moved by J. Murray, seconded by S. Kaarlela.

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

All in favour. Motion passed.

2. PRESENTATION/EDUCATION

2a. Report of the Chief of Staff

Dr. Nathanson presented a Power Point presentation to the Board on the following matters:

- Local threat of the three Variants of Concern (VOC's)
- Number of cases increasing in the last 2 months and hospital admission rates have been high
- Methods of transmissibility

- Immune Control
- Disease Severity
- All positive tests being screened for variants starting today
- Personal Protective Equipment concerns

A copy of Dr. B. Nathanson's presentation was sent to the Board under separate cover.

2b. IN-CAMERA SESSION

*Motion: Moved by W. Fairley, Seconded by K. Mullins.
"That the Board moves to in-camera session."
All in favour. Motion passed.*

*Motion: Moved by N. Jardine, seconded by C. Butler.
"That the Board moves into open session."
All in favour. Motion passed.*

The Board Chair advised that the following motions had been considered in the in-camera session:

- Seven (7) changes in privileges for members of the medical staff; and
- One (1) change in designation.

3. CONSENT AGENDA

3.1 Board of Directors Minutes – January 7, 2021

3.2 Finance, Audit and Property Minutes – January 27, 2021

3.3 Board Quality – January 13, 2021

*Motion: Moved by K. Mullins, seconded by A. Howard.
"That the Board of Directors accepts the February 4, 2021 consent agenda items."
All in favour. Motion passed.*

4. BUSINESS ARISING FROM CONSENT AGENDA

J. Stubbs mentioned that the Capital Budget will be discussed during the Finance Update.

5. REPORTS

5.1 Report of the VP, Chief Nursing Executive

C. Jeffreys presented a Power Point presentation to the Board on the following matters:

- Assessment Centre – total swabs and total in-patient swabs
- Rapid COVID testing – implemented January 22nd, 2021
- Long Term Care and Simcoe Manor Transition
- Staff Vaccinations
- Incident Management System (IMS) Table

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

5.2 Report of the President of the Professional Staff

Dr. Ramirez provided the following update:

- The Professional Staff did not have a meeting this month. A meeting to resolve surgical assists and other issues will be established in the near future.

5.3 Report of the VP, Chief Finance and Information Officer

W. Bye referenced his written report circulated with the agenda. There were no comments or concerns.

5.4 Report of the President and CEO

J. Levac presented a Power Point presentation to the Board on the following topic:

- Vaccination Plan for South Simcoe
 - Establishment of the COVID-19 North Simcoe Muskoka Advisory Group
 - Public Health's phased approach and priority groups
 - Local Roll Out

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

5.5 Report of the Auxiliary President

Gary Munro did not attend the meeting.

5.6 Report of the Foundation Board Chair/Representative

T. MacDonald referenced his written report circulated with the agenda.

- Updated the Board on the search for a new Executive Director of the Foundation
- Reviewed the Foundation Financial Report

6. CARE – S. Kaarlela

6.1 Report of the Chair, Board Quality Committee

S. Kaarlela presented a Power Point presentation.

6.2 Patient Experience

All patient concerns replied to within 0-1 days
Reviewed Patient Experience with a visitor request
Hospital received letters from the Grade 3 class

6.3 HIROC (Health Insurance Reciprocal of Canada) Risk Assessment Checklist (RAC) Update

New RAC (Risk Assessment Checklist) cycle 2021-2024

Focus on Top 3 risks – last cycle's top 3 risks were:

- Failure to perform/communicate therapeutic drug monitoring
- Medication adverse events

- Visitor Falls

Discussion about top risks and mitigation strategies.

6.4 Quality Improvement Plan (QIP) Update

Board Quality finalizes in February, Board approves in March and is posted on Health Quality of Ontario website on April 1st. This is all on hold due to the Pandemic.

Health Quality Ontario is awaiting further direction from the Ministry of Health regarding the Status of 2020/21 QIP Submission and the 2021/22 QIP Priorities.

7. INVESTMENTS

7.1 Report of the Chair, Finance, Audit and Property Committee

The Finance, Audit and Property committee have formalized a process for the Capital Budget to review the list in detail and confirm that the changes are appropriate. This will be forwarded on to the SMH Foundation.

7.2 Financial Statements as at December 31, 2020

MOTION: Moved by J. Stubbs, Seconded by N. Depta.

“That the Board of Directors approves the Financial Statements as at December 31, 2020”

All in Favour, Motion passed.

8. REPORT OF THE HOSPITAL BOARD CHAIR

- Opening of the High Acuity Unit (HAU) was a great success and congratulations to the Team.
- Executive Committee meeting cancelled last month. Will be rescheduled in February.
- Campaign Cabinet met in January. Has been a slight delay in the implementation of Dr. Ted Vandervis’ plan to raise money. Looking for additional names to join the Campaign Cabinet.

ACCEPT ALL REPORTS

Motion: Moved by K. Mullins, seconded by C. Butler.

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

All in favour. Motion passed.

9. UPCOMING MEETING DATE

The next Board meeting will be held on Thursday March 4, 2021.

There being no further business, the meeting adjourned at 7:14 p.m. Moved by A. Howard.

A handwritten signature in black ink, appearing to read "John Murray", enclosed within a light blue rectangular border.

John Murray, Board Chair
Recording Secretary: Sharon Crowe