

**BOARD OF TRUST**

DATE: Tuesday, June 27, 2023

BOARDROOM

TIME: 5:00 p.m.

**PRESENT:** Ms. B. Taylor (Chair), Mr. E. Andreola, Ms. J. Soden, Ms. P. Hilderley, Ms. C. Smart, Dr. I. Hons, Ms. A. Fortin, Ms. C. Wilson, Mr. P. Lang, Ms. L. Symons, Mr. R. Mitchell, Ms. T. Crockford, Ms. M. Ross (Pt. Advisor), Ms. C. Lauder (City Rep), Mayor J. Acchione (County Rep), Ms. K. Lavelle, Ms. J. Sandhu, Ms. D. Westcar, Dr. A. Bigham, Dr. K. Green

**REGRETS:** Ms. P. Wettlaufer, Dr. M. MacLeod

**Recorder:** Ms. H. Scherer, Executive Assistant

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| **AGENDA ITEMS** | **DISCUSSION** | **RESPONSIBILITY** | **ACTION** |
| Call TO order | The meeting was called by the Chair at approximately 5:00 p.m. | Chair |  |
| presentation | **Volunteer Update**:Ms. N. Dicy, Volunteer Services and Spiritual Care Coordinator gave an update on Volunteer Services and highlighted the following:* Pre-COVID there were 118 volunteers throughout the organization.
* In mid-March 2020, volunteers were suspended due to risks.
* Volunteers began returning in non-patient facing areas:
	+ November – December 2020 = 6
	+ June – December 2021 = 8
	+ January – August 2022 = 3
* 17 of the 118 volunteers returned (age, health issues and becoming a caregiver for loved ones are the main reasons for volunteers not returning). There is still a few volunteers on the list that are interested in coming back, but not at this moment.
* Our focus right now is to recruit new volunteers. To date, we have recruited 8 new volunteers.
* Recruitment efforts: flyers, social media posts, newsletters (WH, churches, social groups), publications (Village Voice, Zorra Now, Embro Crier Flier), electronic sign and TV’s in waiting areas.
* We currently have 25 volunteers assisting throughout the hospital.
* Volunteer onboarding includes application, interview, vulnerable sector check, health assessment, TB test, orientation and IPAC and position specific training.
* Three more volunteers were orientated on June 26th and 4 more will attend orientation on July 11th. There is also 14 volunteers in the onboarding process.
* A Volunteer Appreciation BBQ is scheduled for September 2023.
* In response to a question, it was noted that most volunteers typically volunteer anywhere from 1 hour to 9 hours per week. Each month, the volunteer hours are approximately 1100 hours.
* In response to a question, it was noted that the areas we require volunteers is listed on the advertisements.
* In response to a question, it was noted that we do have high school students volunteer and their hours are put towards their required 40 hours of volunteer service.
* It was recommended adding a letter to all retiree packages advising them of the volunteer opportunities and how to apply if interested.

Ms. Taylor thanked Ms. Dicy for her presentation. Ms. Taylor noted that it is nice to see the volunteers back in the hospital.  |  |  |
| DECLARATION – CONFLICT OF INTEREST  | No conflicts of interest were declared. | All | * Information
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| ADOPTION OF AGENDA | Ms. Taylor noted that there are a few additions to the agenda:10.2 – Maureen Ross 12.6 – HSAA Compliance Declaration12.7 – MSAA Compliance Declaration 12.8 – Broader Public Sector Accountability Act Attestation**MOTION** by Ms. Westcar, to adopt the agenda as amended, seconded by Ms. Sandhu. **CARRIED**.  | All | * **MOTION**
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| previous minutes – May 30, 2023 | **MOTION** by Ms. Soden, seconded by Mr. Mitchell to approve the previous minutes of May 30, 2023. **CARRIED**. | All | * **MOTION**
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| Finance Committee  | **Cybersecurity Update:**Ms. Hilderley provided an update on Cybersecurity and highlighted the following: * The Disaster Recovery VDI Infrastructure has been completed with the successful failover of all clinical VDI desktops to the disaster recovery site.
* CISCO DUO multifactor authentication will go live for all staff for all services on July 1, 2023.
* Crowdstrike Managed XDR deployment is 80% completed.
* The upgrades on the Windows patching solution is complete and the Linux upgrades will be completed by end of December 2023.
* The Business Impact Assessment/Data classification results and analysis phase is underway and will be reviewed for business continuity/disaster planning by senior team over the summer. A presentation will be made to the Board of Trust this fall.
* Participation in a Local Delivery Group (LDG) is being mandated for all hospitals; former London RSOC will merge with Transform (Erie St Clair region) to form one Southwest LDG.
 | * Information
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| City Report | Ms. Lauder noted that the planning for the old hospital site has passed through City Council and will be going to County Council on July 12th. On the north side of the property will be single-dwelling units and the other side will be town houses, with a street through the middle.   | * Information
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| County Report  | No report  | * Information
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| Foundation Report  | Ms. Westcar highlighted the following:* The Spring Direct Mail was sent out and the Foundation has received a significant response. An update and comparison report will be presented at the September Foundation Board meeting.
* Verrol Sanderson was the grand prize winner for May; winning $63,942. Verrol made a donation back to the WH Foundation.
* Total net income to date for the 50/50 is $1,365,991.
* Dairy Capital Run revenue was $23,000. There was 350 runners and approximately 100 volunteers and spectators.
* The Golf Tournament had a sponsorship of $88,050 and there was 196 golfers this year.
 | * Information
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| Maureen | Ms. Ross noted that this is the end of her second year as Co-Chair of the Patient and Family Advisory Committee and the Patient Advisor on the hospital Board of Trust. She noted how impressed she is with how the Board of Trust has worked collaboratively together for the betterment of the hospital. She also commended the medical staff for the professionalism they show during medical committee meetings that she is fortunate to be a part of. She is appreciative of the respect that is shown to patient advisors not only on the Board of Trust, but also on all the hospital committees. Ms. Taylor thanked Ms. Ross for her kind words and noted that it is a huge value to the hospital to have patient advisors on hospital committees and the Board of Trust.   |  |
| Correspondence | Nothing to report.  | * Information
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| Adjournment  | The meeting adjourned to LPP on motion of at 5:22 p.m. CARRIED. |  |

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Ms. B. Taylor, Chair Ms. D. Westcar, Secretary