

**BOARD OF TRUST**

DATE: Tuesday, May 30, 2023

BOARDROOM

TIME: 5:00 p.m.

**PRESENT:** Ms. B. Taylor (Chair), Mr. E. Andreola, Ms. J. Soden, Ms. P. Wettlaufer, 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

**REGRETS:** Ms. J. Sandhu, Ms. D. Westcar, Dr. A. Bigham, Dr. M. MacLeod, Dr. K. Green

**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 | The Board completed the Governance Self-Assessment Survey for Accreditation prior to the Board meeting. |  |  |
| DECLARATION – CONFLICT OF INTEREST | No conflicts of interest were declared. | All | * Information |
| ADOPTION OF AGENDA | **MOTION** by Mr. Mitchell, to adopt the Agenda as presented, seconded by Ms. Fortin. **CARRIED**. | All | * **MOTION** |
| previous minutes –  April 25, 2023 | **MOTION** by Ms. Ross, seconded by Ms. Symons to approve the previous minutes of April 25, 2023. **CARRIED**. | All | * **MOTION** |
| Finance Committee | **HSAA Amendments:**  Ms. Crockford noted that after the discussion at last month’s meeting regarding the current ratio, it has been revised. The service volumes were also revised to be more aligned with what the hospital is expecting for this year. The HSAA has been signed and submitted to the Ministry of Health.  **Revised March Operating Statement:**  Ms. Crockford presented the revised March operating statement and highlighted the following variances:   * Approved MOH/OH allocation was increased for reimbursement of expenses related to externs and clinical coach position ($185K) and an adjustment was made to reduce the initial estimated claw back for QBPs ($392K). * Investment income increase of $131K with the Sinking Fund plus the adjustment made to interest earned on deferred contributions. * Salaries and wages and employees benefits – 2022/23 retro accrual for cancellation of Bill 124, increased from 1% to 2%. * Emergency Preparedness COVID-19 - retro increase to one-time physician funding * Received a one-time physician compensation increase of $12,256 for Community Mental Health.   **Capital Disposal Process:**  Ms. Crockford reviewed the briefing note that highlights the process when capital equipment reaches end of life or is no longer functioning and needs to be replaced.  Ms. Lynch will do an environmental scan of organizations or individuals that collect used medical equipment to send to other countries in need and report back to the Finance Committee.  **Q4 HSAA Scorecard:**  Ms. Crockford reviewed the Q4 HSAA scorecard and highlighted the following:   * Length of stay for non-admitted high acuity patients increased slightly due to the increase in volumes throughout the winter. * Our wait times for hips, knees, MRI and CT continue to be below target. Our performance is tied to funding limitations; however, we do continue to do more procedures. | | * Information |
| Patient and Family Advisory Committee | **MOTION** by Ms. Ross, seconded by Ms. Symons to approve the minutes of May 17, 2023. **CARRIED**.  Ms. Ross noted that Mr. Holcombe presented on the Chest Pain Clinic. She recommended that this be presented to the Board in the fall as it was an excellent presentation.  She also noted that there is a BBQ on July 13th for the PFAC members. | | * MOTION |
| Joint Health and Safety Committee | **MOTION** by Ms. Taylor, seconded by Ms. Hilderley to approve the previous minutes of April 25, 2023. **CARRIED**.  In response to a question, it was noted that occupational health and safety inspections will not occur at the new medical building until hospital employees are over there working. The hospital does have liability insurance and capital projects is ensuring everything is in good working condition on a regular basis.  In response to a question, it was clarified that chemical restraints is a medication. | | * MOTION |
| City Report | Ms. Lauder noted there was no City report; however, she volunteered at Dairy Capital Run and it was another successful event. | | * Information |
| County Report | Mayor Acchione noted that at a recent task force meeting, crash bed availability was discussed and noted that WH has crash beds for mental health patients. It was noted that there is a process and that a member from the task force can reach out to Mr. Lang or Ms. Smart for more information. | | * Information |
| Foundation Report | Ms. Wettlaufer highlighted the following:   * The Spring Direct Mail was sent to 2500 homes in Oxford County. Proceeds will be supporting the new pain pumps. * The April Grand Prize Winner of the 50/50 was Tina George, who took home just over $53K. The grand total of the 50/50 proceeds to date is $1.3M. * Once again, the Dairy Capital Run was a huge success with 400 runners. Thank you to Ezio and his wife and 40 vuteq staff members for running, as well as Kathy and her family. It was noted that there was some mixed reviews on the new location. * The WH Foundation Golf Tournament is sold out with 196 golfers. Sponsorship is sitting at $81,500, which is higher than last year. | | * Information |
| Correspondence | Nothing to report. | | * Information |
| Adjournment | The meeting adjourned to LPP on motion of at 5:17 p.m. CARRIED. | |  |

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