



WOODSTOCK HOSPITAL

BOARD OF TRUST

DATE: Tuesday, April 30, 2024

In the Boardroom

TIME: 5:00 p.m.

PRESENT: Ms. P. Hilderley (Chair), Ms. M. Ross (Pt. Advisor), Mr. R. Mitchell, Ms. L. Symons, Ms. J. Soden, Ms. P. Wettlaufer, Ms. B. Taylor, Mr. P. Lang, Ms. K. Lavelle, Ms. C. Smart, Ms. T. Crockford, Dr. P. Howatt, Ms. C. Lauder (City Rep), Dr. I. Hons, Dr. M. MacLeod, Mayor J. Acchione (County Rep), Mr. E. Andreola, Ms. C. Wilson

REGRETS: Ms. D. Westcar, Dr. K. Green, Ms. A. Fortin

Recorder: Ms. A. Dalpe (Medical Staff Assistant)

AGENDA ITEMS	DISCUSSION
CALL TO ORDER	The meeting was called by Ms. Hilderley, Chair at approximately 5:00 p.m.
PRESENTATION	<p><u>RPG – Spatial Plan:</u> Mr. C. Wertheimer, Consultant, RPG presented on the spatial plan and highlighted the following:</p> <ul style="list-style-type: none"> • Following the hospital purchase of the Finkle Street building, RPG was engaged to provide a spatial plan for services to move to the new building to maximize space in the hospital for required expansion. • At the Finkle Street building there is approximately 13,000 sq feet of unused space • The spatial plan was drafted based off an extensive review of current services and projections, including regional impact and opportunities that cover current needs and 5-, 10-, 20- and 30-year projected needs. • 35% increase in size in the 5-year plan, this space would allow for addressing some of the needs for ED, and other areas. The new standard is 100% private patient rooms and is a need to increase airborne isolation patient rooms. 50% increase at 10-year mark and 103% at the 30-year mark. • A functional evaluation was completed with a goal to maximize ED space, address inpatient growth, and maximize procedural flow. • Proposal is to relocate Speech/Language Pathology, Children’s Outpatient, Breast Health, Outpatient Occupational and Physical Therapy to Finkle Street, as well as add some clinic space there.

	<ul style="list-style-type: none"> • Plan as shown may fit within ministry small cap funding. • The plan includes moving Outpatient Mental Health to the new Wellness Centre, renovations at the main hospital site to expand the Emergency Department, creating a Reactivation Unit for 10-15 ALC beds, co-location of ambulatory procedure unit, surgery clinics, eye suite, and outpatient clinic to the lower level, relocation of the clinical training lab, creation of more on-call rooms, CCAC office moving to lower level and creation of a staff wellness space. The library would be modernized, there would be an addition of flex offices and relocation of IT. There will also be some changes that will occur at minimal cost including the relocation of the clinical directors and educators to their respective units. • This presentation will also be shared at the Management Group meeting, General Medical Staff meeting, All Staff Town Hall and Patient and Family Advisory Committee. <p>Ms. Hilderley thanked Mr. Wertheimer for his informative presentation.</p>
DECLARATION – CONFLICT OF INTEREST	No one declared a conflict of interest.
ADOPTION OF AGENDA	MOVED by Ms. Symons to adopt the agenda, seconded by Mr. Mitchell. CARRIED.
HUDDLE	<ul style="list-style-type: none"> • Ms. Taylor reviewed the Mission, Vision, Values and Value Statement. • This month’s topic is Regional Support Associates: <ul style="list-style-type: none"> ○ Provided an excellent history of the service in the region and a review of the organizational structure. ○ RSA offers clinical treatment services (1200 people/year), assessment service (255 people/year), case management (260 people/year), and education (215 people/year) that covers an expansive region. ○ A copy of the slides are attached. • Maureen Ross will be the Huddle Leader for May.
PREVIOUS MINUTES – March 26, 2024	MOVED by Ms. Taylor, seconded by Ms. Symons to approve the previous minutes of March 26, 2024. CARRIED.
Patient and Family Advisory Council	MOVED by Ms. Ross, seconded by Ms. Symons to approve the previous minutes of March 20, 2024. CARRIED.
Finance Committee	Annual Operating Surpluses and Deficits:

	<p>Mr. Mitchell reviewed the annual operating surpluses and deficits for the last 42 years for information only.</p> <p><u>2023/24 Capital Budget Status Update:</u></p> <p>Mr. Mitchell reviewed the 2023/24 capital budget status at year end and highlighted the following:</p> <ul style="list-style-type: none"> ➤ Majority of the purchases have been completed. Of the items not purchased, this was due mainly to going a different route or not requiring them anymore. ➤ The Corporate line now reflects the amount that was spent this year on OneChart. There will be further expenses in subsequent years. ➤ Under the contingency column, the highest amounts were due to the endoscopy equipment, and the purchase of the CORI robot.
City Report	Mr. Acchione reported that the Wellkin Youth Hub funding is expected soon with a formal announcement.
County Report	Ms. Lauder had no items to report.
Foundation Report	<p>Ms. Wettlaufer gave the following highlights:</p> <ul style="list-style-type: none"> ❖ We Care campaign closed March 18, only \$18 shy of the goal of \$20 K and \$1K more than the previous year. Seeing an increase in staff sign up at hire. ❖ Spring mail to support the CORI robot hip software ❖ \$1.8 M earned to date for the 50/50 ❖ 147 participants have registered for the Dairy Capital run, numbers are down slightly but a surge is expected near the end of registration time. There continues to be a need for volunteers at the race ❖ 150 golfers have registered for the Golf Tournament and they do expect to sell out. There is \$75K in sponsorship already. ❖ Chemo campaign is going well, \$250K received from Maglin Furniture.
Correspondence	There was no correspondence to report.
Adjournment	The meeting adjourned to LPP on motion at 6:02 p.m. CARRIED.

Ms. P. Hilderley, Chair

Ms. L. Symons, Secretary