

BOARD OF DIRECTORS MEETING

OPEN SESSION

Thursday, February 29, 2024

5:30 pm – La Verendrye General Hospital / Webex

A G E N D A

Item	Description	Page
1.	Call to Order – 5:30 pm – Indigenous Acknowledgment & Reading of the Mission Statement 1.1 Quorum 1.2 Conflict of Interest and Duty	
2.	Consent Agenda 2.1 Board Minutes – January 25, 2024 * Pg 4 2.2 Board Chair & Senior Leadership General Report – D. Clifford, H. Gauthier, J. Loveday, C. Larson, J. Odgen, Dr. L. Keffer * Pg 7 2.3 Governance Committee Report – J. Begg 2.4 Audit & Resources Committee Report – B. Norton * Pg 9 2.5 Quality Safety Risk Committee Report – M. Kitzul 2.6 Auxiliary Reports * Pg 12	
3.	Motion to Approve the Agenda	
4.	Patient / Resident Safety Moment	
5.	Business Arising - None	
6.	New Business - None	
7.	Opportunity for Public Participation	
8.	Move to In-Camera	
9.	Other Motions/Business	
10.	Date and Location of Next Meeting: March 28, 2024	
11.	Termination	

* denotes attached in board package / **denotes circulated under separate cover / *** denotes previously distributed



**BOARD OF DIRECTORS MEETING
ANTICIPATED MOTIONS – OPEN SESSION**

Thursday, February 29, 2024

3.	Motion to Approve the Agenda	THAT the RHC Board of Directors approve the Agenda as circulated/amended
8.	Move to In-Camera	THAT the RHC Board of Directors move to in camera session at (time)
9.	Other Motions/Business	
11.	Termination	THAT the RHC Board of Directors meeting be terminated at (time)

Indigenous Acknowledgment:

Riverside acknowledges that the place we are meeting today is on the traditional lands of the Anishinaabeg people, within the lands of Treaty 3 Territory, as well as the home to many Métis.

The graphic features a white background with blue decorative elements at the top and bottom. The text is centered and uses a mix of blue and black fonts. A rounded rectangular box contains the 'STRATEGIC PILLARS' section.

VISION
Caring, Together

MISSION
Improving The Health of Our Communities

VALUES
Progressive • Integrity • Caring • Accountable

STRATEGIC PILLARS

ONE RIVERSIDE
Supporting a consistent and enabling organizational culture

INVESTING IN THE PEOPLE WHO SERVE
Creating a plan to strategically leverage human resources

TOMORROW'S RIVERSIDE TODAY
Making investments today, to support Riverside tomorrow

STRIVING TO EXCEL IN EQUITY, DIVERSITY & INCLUSION
We will support EDI in all we do

 **Riverside
Health Care**

**RIVERSIDE HEALTH CARE FACILITIES INC.
MINUTES
OPEN SESSION**

Date of Meeting: January 25, 2024

Time of Meeting: 5:30 pm

Location of Meeting: Webex / LVGH Board Room

PRESENT: H. Gauthier K. Lampi Dr. K. Arnesen M. Kitzul
B. Norton* D. Clifford J. Begg E. Bodnar
Dr. L. Keffer *via Webex

STAFF: B.Booth, J. Loveday, C. Larson, J. Ogden

REGRETS: A. Beazley, B. Calder

GUESTS: L. Belluz, T. Glaeser, D. Black

1. CALL TO ORDER:

D. Clifford called the meeting to order at 5:30 pm. B.Booth recorded the minutes of this meeting. J. Begg read the Indigenous Acknowledgment and D. Clifford read the Mission Statement. D. Clifford welcomed everyone and reminded all of the virtual meeting etiquette.

1.1 Quorum

D. Clifford shared there were 2 regrets. Quorum was present.

1.2 Conflict of Interest

No conflict of interest or duty was declared.

2. CONSENT AGENDA

The Chair asked if there were any items to be removed from the consent agenda to be discussed individually. The following was removed:

- 2.2 Board Chair & Senior Leadership Report

3. MOTION TO APPROVE THE AGENDA:

ADD: 6.1 Board Chair & Senior Leadership Report

It was,

MOVED BY: E. Bodnar

SECONDED BY: J. Begg

THAT the Board approves the Agenda as amended.

CARRIED.

4. Patient / Resident Safety Moment

J. Loveday shared a patient story submitted by Carley McCormick, Patient Flow Coordinator, on behalf of a diabetic patient. She shared the patient's recent hospital stay which began on December 20, 2023, involving wound care and medication to control infection. After a few days in hospital, discharge planning was identified and the need for daily wound care was noted as part of the discharge plan. The discharge date was planned for Christmas Eve. During the multidisciplinary team meeting, which includes community partners, it was noted there would be no access to Home Care to do the dressing changes. The patient was upset as they wanted to return home for the holidays and didn't want to occupy a

hospital bed which was needed by someone else. The patient didn't have the resources to commute to town which was approximately 2 hours each day. The physician reported as soon as the patient was able to receive home care in the home, they could be discharged. The patient questioned why home care wasn't available and it was shared that the community partner/service provider who provides the home care services, was closed for 2 weeks over Christmas and into the New Year. The hospital attempted to troubleshoot and reached out to others to see if there were other home care service options, however, was not successful. The patient wanted to leave against medical advice as they wanted to be home for Christmas, however the nursing staff and the physician advised against this, and the patient agreed it was not a safe decision to leave as it could lead to a lengthier hospitalization in the future. The patient questioned why there was no back up plan for community organizations to continue to fulfill the needs of the population in which they serve. The patient shared they felt trapped and felt this was unnecessary. The patient remained in hospital until January 8, 2024, a total of 19 days, 15 days longer than they should have. The patient shared they were not an acutely ill patient and questioned whether they were occupying a bed that someone more ill could have used or whether they were the reason that someone wasn't able to make it back to their home hospital to be closer to family for Christmas. The patient shared that not being home for Christmas and New Years affected their mental health. The patient shared they were thankful that the hospital didn't pressure them out and were understanding of the gaps within community programs. The patient is now home and reports doing well.

Discussion took place regarding what could possibly be done to improve community services. Henry confirmed we continue to have conversations and bring the issue to the Ontario Health Team (OHT) with hope to help with alternate level of care (ALC) admissions.

D. Clifford thanked J. Loveday for sharing this patient story.

J. Begg shared his personal experience noting when he was coming into the hospital this evening, it was nice to see a non-clinical staff member assisting a patient outside on the hospital ramp.

5. BUSINESS ARISING:

There was no business arising.

6. NEW BUSINESS:

6.1 Board Chair & Senior Leadership Report

M. Kitzul questioned under Skin and Wound Care, the chart does not have column titles and requested clarification. J. Loveday clarified noting the green column is Rainycrest data and the white column is provincial statistics. She noted the first two columns are Q2 data and the last two columns are Q1 data. J. Loveday confirmed numbers have greatly improved.

7. OPPORTUNITY FOR PUBLIC PARTICIPATION

There was no public participation.

8. MOVE TO IN-CAMERA:

It was,

MOVED BY: K. Lampi

SECONDED BY: B. Norton

THAT the Board go in-camera at 5:43 pm.

CARRIED.

9. OTHER MOTIONS/BUSINESS:

There was no other motions/business.

10. DATE AND LOCATION OF NEXT MEETING:

February 29, 2024

11. TERMINATION:

It was,

MOVED BY: B. Norton

THAT the meeting be terminated at 8:17 pm.

CARRIED.

Chair

Secretary/Treasurer



Board Chair, Chief of Staff & Senior Leadership – February 2024 Open Session

Strategic Pillars & Directions

Investing in Those Who Serve - Strategically Leveraging our Human Resources

- **Accreditation Status**
Riverside Health Care challenged our preliminary award by providing additional evidence to Accreditation Canada. After review, Accreditation Canada has maintained our Accreditation with Commendation result. We are extremely proud of our team and their accomplishments.
- **Bearskin Airlines**
As you are likely aware, Bearskin Airlines has advised the Town of Fort Frances of the cessation of local air service. Our municipality is working with the City of Dryden to develop an air services strategy and put out an expression of interest document to the airline industry to try and secure a new air carrier. As a key stakeholder we have been asked to provide feedback to the Town on this important matter and will be doing so accordingly.
- **District Courier**
Our corporate courier van that transports between our hospitals is being repaired while we utilize a U-Haul to sustain services. While the repairs will proceed, we have determined that reliability issues with the vehicle largely due to wear and tear requires that we advance an emergency purchase to acquire a new vehicle. We have notified the Foundation Director that a request may be forthcoming for donations to support the purchase of a new vehicle.

One Riverside - Promoting a Consistent and Empowering Culture

- **RRDOHT**
 - CDMA draft is completed and being reviewed by the Leadership Group.
 - Working with the Atikokan lead on QIP report and updated QIP that is more relevant for the upcoming year.
 - Working with the budget committee; the budget for upcoming year has been drafted.
 - The Digital committee is working on language for data sharing agreements and plans for future MOUs required for future shared EMRs.
 - Reviewing consultants (2) proposals for the development of the OHT PFAC committee and structure.

Tomorrow's Riverside Today - Investing Today to Support Tomorrow

- **Air Handling Units**
The 3rd floor air handling units for the LaVerendrye General Hospital 52 Wing have been ordered and contractor work is underway. This project is significant in that it involves expanding coverage by air handling units on the 3rd floor. This \$860k project will be materially completed by end of fiscal year.

Striving To Excel in Equity, Diversity & Inclusion (EDI)

- **Indigenous Services Plan**
Our Indigenous Services Plan is nearing initial completion. This is an evolving document that recognizes our responsibilities to our Indigenous communities, outlines the supports we have in place and sets out future directions/priorities to continue to enhance the patient experience.
- **AdvantAge Ontario**
We will be presenting at the Annual Advantage Ontario Conference -Fireside Chat Panel- Immigration Pathways to build the LTC Workforce. We will be discussing the HHR crisis and its impact on rural and remote LTCs. Discussion regarding how to access programs and foster a supportive environment for Temporary Foreign Workers (TFWs) to thrive at work and in their communities. Direct insight will be provided by 2 of our employees that will attend and share their experience at RHC.
- **Senior Prom 2024**
Planning is underway for the 2nd Annual Senior Prom at Rainycrest that will take place in June. This was a well attended event last year. We hope to expand volunteer assistance to create a fantastic event for Residents and families.



**Board Chair, Chief of Staff & Senior Leadership – February 2024
Open Session**

Thank you to the Riverside Team for their submissions, they are invaluable in the preparation of this report.

Respectfully Submitted,

Diane Clifford, Board Chair

Dr. Lucas Keffer, Chief of Staff

Julie Loveday, Executive Vice President, Clinical Services & CNE

Carla Larson, Chief Financial Officer

Joanne Ogden, Quality Assurance & OHT Executive Lead

Henry Gauthier, President & CEO



Audit & Resources Committee Report – February 2024

2.4.1 Financial Report – January 2024 *



Operating Revenue & Expense Summary April 1, 2023 to January 31, 2024

		2022-2023 DRAFT Budget	YTD DRAFT Budget	YTD Actual	YTD Actual Dollars Over(Under) YTD Budget	YTD Actual Percent Over(Under) YTD Budget
Fund Type 1 - LHIN Funded - Hospital Services						
REVENUE						
LHIN - Base Funding	A-1	\$28,680,124	\$23,900,103	\$24,470,666	\$570,563	2.39%
QBP Funding	A-2	\$1,078,300	\$898,583	\$1,390,943	\$492,360	54.79%
Other Funding (19*) - Hospice, Oncology Drug Reimbursement, Stroke Strategy	A-3	\$2,291,500	\$1,909,583	\$2,897,037	\$987,454	51.71%
LHIN - One Time Funding	A-4	\$90,578	\$75,482	\$6,175,155	\$6,099,673	8081.00%
MOHLTC - One Time Funding	A-5	\$196,275	\$163,563	\$163,567	\$5	0.00%
Other Revenue MOHLTC - HOCC	A-6	\$624,774	\$520,645	\$705,448	\$184,803	35.50%
Paymaster	A-7	\$0	\$0	\$0	\$0	0%
Cancer Care Ontario	A-8	\$21,788	\$18,157	\$5,337	-\$12,820	-70.60%
Recoveries & Miscellaneous	A-9	\$1,855,059	\$1,545,883	\$1,772,471	\$226,588	14.66%
Amortization of Grants/Donations Equipment	A-10	\$387,373	\$322,811	\$407,383	\$84,572	26.20%
OHIP Revenue & Patient Revenue from Other Payors	A-11	\$1,857,506	\$1,547,922	\$1,759,160	\$211,239	13.65%
Differential & Copayment	A-12	\$838,001	\$698,334	\$651,392	-\$46,942	-6.72%
TOTAL REVENUE	A-13	\$37,921,278	\$31,601,065	\$40,398,559	\$8,797,494	27.84%
Compensation - Salaries & Wages	A-14	\$21,558,255	\$18,073,496	\$22,111,389	\$4,037,893	22.34%
Benefit Contributions	A-15	\$5,284,232	\$4,430,068	\$4,803,607	\$373,539	8.43%
Future Benefits	A-16	\$163,600	\$136,333	\$12,207	(\$124,126)	-91.05%
Medical Staff Remuneration	A-17	\$1,810,900	\$1,509,083	\$2,517,231	\$1,008,148	66.81%
Nurse Practitioner Remuneration	A-18	\$138,448	\$115,373	\$641,432	\$526,059	455.96%
Supplies & Other Expenses	A-19	\$6,622,281	\$5,518,568	\$5,675,499	\$156,931	2.84%
Amortization of Software Licenses & Fees	A-20	\$27,831	\$23,193	\$14,859	(\$8,334)	-35.93%
Medical/Surgical Supplies	A-21	\$1,187,613	\$989,678	\$1,308,995	\$319,318	32.26%
Drugs & Medical Gases	A-22	\$2,562,419	\$2,135,349	\$2,376,403	\$241,054	11.29%
Amortization of Equipment	A-23	\$813,165	\$677,638	\$792,887	\$115,250	17.01%
Rental/Lease of Equipment	A-24	\$158,458	\$132,048	\$146,009	\$13,961	10.57%
Bad Debts	A-25	\$82,000	\$68,333	\$74,270	\$5,937	8.69%
TOTAL EXPENSE	A-26	\$40,409,202	\$33,809,160	\$40,474,787	\$6,665,627	19.72%
SURPLUS/(DEFICIT)	A-27	(\$2,487,924)	-\$2,073,270	(\$76,229)	\$1,997,041	-96.32%



Operating Revenue & Expense Summary April 1, 2023 to January 31, 2024

		2022-2023 DRAFT Budget	YTD DRAFT Budget	YTD Actual	YTD Actual Dollars Over(Under) YTD Budget	YTD Actual Percent Over(Under) YTD Budget
Fund Type 2 - LHIN Funded - Counselling & Non Profit Housing Programs Mental Health - Case Management - Housing - Addictions - Problem Gambling						
TOTAL REVENUE	B-1	\$2,273,720	\$1,894,767	\$1,916,125	\$21,359	1.13%
TOTAL EXPENSE	B-2	\$2,273,720	\$1,894,767	\$2,068,021	\$173,254	9.14%
SURPLUS/(DEFICIT) - DUE To LHIN	B-3	\$0	\$0	(\$151,896)	(\$151,896)	0.00%
Fund Type 3 - Other Ministry/Agency Funded - Non Hospital Services Partner Assault Response - Family Violence						
TOTAL REVENUE	C-1	\$203,436	\$169,530	\$152,521	(\$17,009)	-10.03%
TOTAL EXPENSE	C-2	\$203,436	\$169,530	\$150,694	(\$18,836)	-11.11%
SURPLUS/(DEFICIT) - DUE To Other	C-3	\$0	\$0	\$1,827	\$1,827	0.00%
Fund Type 2 - LHIN Funded - RainyCrest Community Support Services (Home Support, Assisted Living, Adult Day, Meals on Wheels)						
TOTAL REVENUE	D-1	\$1,993,453	\$1,661,211	\$1,791,582	\$130,371	7.85%
TOTAL EXPENSE	D-2	\$1,993,453	\$1,661,211	\$1,791,582	\$130,371	7.85%
SURPLUS/(DEFICIT) - DUE To LHIN	D-3	\$0	\$0	\$0	\$0	0.00%
Fund Type 2 - LHIN Funded - RainyCrest Long Term Care						
TOTAL REVENUE	E-1	\$18,162,119	\$15,135,099	\$13,136,559	(\$1,998,540)	-13.20%
Compensation & Benefit Contributions	E-2	\$16,151,048	\$13,540,331	\$13,557,557	\$17,226	0.13%
Supplies	E-3	\$1,462,549	\$1,218,791	\$1,194,362	(\$24,429)	-2.00%
Service Recipient Specific Supplies	E-4	\$0	\$0	\$0	\$0	0.00%
Sundry	E-5	\$1,595,281	\$1,329,401	\$1,257,581	(\$71,820)	-5.40%
Equipment	E-6	\$434,898	\$362,415	\$99,038	(\$263,377)	-72.67%
Contracted Out	E-7	\$113,883	\$94,903	\$67,689	(\$27,214)	-28.68%
Building & Grounds	E-8	\$509,334	\$424,445	\$329,967	(\$94,478)	-22.26%
TOTAL EXPENSE	E-9	\$20,266,993	\$16,970,285	\$16,506,193	(\$464,091)	-2.73%
SURPLUS/(DEFICIT) including unfunded liabilities	E-10	(\$2,104,874)	(\$1,835,186)	(\$3,369,634)	(\$1,534,449)	83.61%
Less: Unfunded Future Benefits	E-11	\$0	\$0	(\$53,676)	(\$53,676)	0%
Less: Unfunded Amortization Expense	E-12	\$0	\$0	\$0	\$0	0%
SURPLUS/(DEFICIT) excluding unfunded liabilities	E-13	(\$2,104,874)	(\$1,835,186)	(\$3,423,310)	(\$1,588,124)	86.54%
Operating Surplus(Deficit) - Corporate - Hospital and Other Funds		(\$4,592,798)	(\$3,908,456)	(\$3,649,607)		
Operating Surplus(Deficit) - Hospitals & Long Term Care ONLY		(\$4,592,798)	(\$3,908,456)	(\$3,499,538)		
Total Operating Margin - Hospitals & Long Term Care ONLY		-8.19%	-8.36%	-6.54%		



Auxiliary Report – February 2024

Emo

No Report.

La Verendrye General Hospital

See Attached.

Rainycrest

No Report.

Rainy River

- A longtime member of the Auxiliary, Irene Hansen, has retired from the membership of our Auxiliary. A gift was presented to her as a token of our appreciation for her service.
- The Auxiliary's participation in the Active Living Fair was deemed a success. The activities and presentations were very informative.
- Our Auxiliary is looking at two fundraising activities for the future. The first is the sale of raffle tickets for the donated "The Ark" painting to be drawn at Railroad Daze in July. The second fundraiser will be the sale of raffle tickets for a beautiful handmade quilt donated by the Country Cabin Quilters Guild of Fort Frances to our Auxiliary. Tickets will be sold with the draw taking place at our Christmas Bazaar in December.
- Members are completing vulnerable sector checks in order to volunteer for activities taking place for long term care patients.
- Our next big fundraiser will be the Strawberry Social taking place on April 30, 2024.

**LaVerendrye General Hospital Auxiliary
Executive Meeting Minutes.
February 6th 2024**

1. Call to order: The Meeting was called to order at 1:30 p.m.

2. Attendance:

Marnie Cumming, Linda Booth, Irene Laing, Margie Gibson, Linda Plumridge, Diane Glowasky, Donna Penney, Janice Mundle and Jan Beazley.

Regrets: Karen Silander, Linda Beadow, Susan Sieders and Maureen Ross.

3. Auxiliary Pledge: Recited by all.

4. Declaration of Conflict of Interest: None declared.

5. Approval of Agenda: Approved.

6. Minutes of January 9th 2024 Meeting: Were accepted as circulated.

7. Treasurer's Report: Accepted as circulated.

Total LVGHA funds as of January 31st were \$71,761.73. The Shop has been successful with a total of over \$2000 earned in Pop-ups.

Linda noted that online access to do with Government CRA is easier and efficient but sometimes can be a challenge to navigate.

8. Correspondence: None

9. Directors Reports:

a. Foundation: Marnie.

A total of 48 hospital foundations including Riverside are involved with the "Split the Pot Lottery" beginning February 8th. This more than doubles the organizations in the first draw thus it is hoped that revenues will increase significantly. The Riverside 50/50 is a 2-month lottery for January/February with the draw on the 29th. The Spring Luncheon, 'Cruisin' into Summer' will be held at the Robert Moore School on April 20th, 2024. The Fall Gala event will be held at the Fort Frances Curling Club on September 14th, 2024

b. Gift Shop: Jan B.

The gift shop continues to do very well in all areas including sales of knitted items. Looking for volunteers to make pic- line sleeves for patients and custom- made covers for casts.

The Pepsi machine will be installed on Wednesday February 7th.

c. Membership: Marnie.

There were 31 letters sent out to unpaid members, resulting in 7 returning members plus we have 1 new member.

Courtesies: Donna.

“Thinking of you” cards sent to Arlene Grinsell and Penny McComb. Sympathy cards to the families of Janet Williams and Lyla Saunders.

d. Social Activities: Diane.

A St Patrick’s Day themed “Coffee & Conversation” event will be held on Monday March 11th at 1:30 pm at the Senior Centre. Along with coffee/tea, mint chocolate and vanilla ice cream with a cookie will be served for approximately 40 expected guests. Posters for the event will be displayed at area businesses on March 1st 2024. The “Conversation” will be to get input and ideas for upcoming *Rockin’ for a Reason* and the *Strawberry Social*.

e. Directors- at- Large and Patient Services: there were no reports.

10. Unfinished Business:

a. 50/50 Raffle Update:

Conveners Diane Maxey and Carla Basaraba said approximately ½ of the tickets were sold to date. The draw will be held on Valentine’s Day on Wednesday February 14th at 2 pm.

b. Women’s Wellness Workshop Update:

Speakers for the event are in place and the venue requirements have been established. About three weeks prior to the event, ticket sales had not reached the minimum number of 40 that the team had set. It was decided to drop ticket prices from \$75.00 to \$ 35.00 to ensure that the event would happen. Anyone who had bought tickets at the full price would be reimbursed \$40.00 if they chose. Some tickets were sold online. The donation component of \$2500.00 in sponsorships would make the event possible.

c. Staff Appreciation:

The “Staff Appreciation” will be held on Monday March 18th, 2024. Allison Cox will be contacted for the number of bags needed. A clear bag will hold a cinnamon bun, fruit cup and St. Patrick’s chocolate coins along with a note of appreciation.

d. Rockin’ for a Reason:

There will be a preliminary meeting on Tuesday February 27th at 2 p.m. at the Senior Centre to discuss ways to broaden the appeal for pledges and participation for the “Rockin’ for a Reason” fundraising event to be held April 26-27th at the Fort Frances Curling Rink.

Some ideas for collecting pledges and participating Rockers are Lakers Players, Lincoln Dunn, Adrian Chapman, Raymond Roy and Mike Allison to name a few.

11. New Business:

a. Nominating Committee for 2024-2025 are Irene, Jan B. and Marnie. Irene will call a meeting shortly.

12. Adjournment at 2:30 p.m. Next meeting on Tuesday, March 5th at 1:30 p.m.