

BOARD OF DIRECTORS MEETING

OPEN SESSION

Thursday, April 27, 2023

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 – March 30, 2023 * Pg 4 2.2 Board Chair & Senior Leadership General Report – J. Ogden, H. Gauthier, J. Loveday, C. Larson, J. Forbes, Dr. L. Keffer * Pg 7 2.3 Governance Committee Report – J. Begg 2.4 Audit & Resources Committee Report – B. Norton 2.5 Quality Safety Risk Committee Report – D. Clifford 2.6 Auxiliary Reports * Pg 9	
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: May 25, 2023	
11.	Termination	

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



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

Thursday, April 27, 2023

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.

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**

following:

- The ID Now was originally obtained by Ontario Health for the use of diagnosing COVID-19 in areas where shipping to provincial labs for testing in a timely fashion were compromised geographically. While it is still the government's intention of distributing these analysers to help combat COVID-19, Abbott Diagnostics have found ways to increase the testing menu of the ID Now.
- As of March 20, 2023, LaVerendrye ER department has started testing using this technology and Rainy River Health Centre will receive their analyser April 3, 2023.
- We are the first in our region (and most of Northern Ontario) to use these analysers for Group A Strep and we have been used as a benchmark by Abbott Diagnostics in helping other hospitals throughout Ontario validate for Group A Strep.

Andrea reported having this technology will be a game changer for quick and efficient treatment of Group A Strep with possible testing expansion.

Joanne and Henry thanked Andrea for sharing her story and for her and the Lab team's work with implementing this technology.

5. BUSINESS ARISING:

There was no business arising.

6. NEW BUSINESS:

There was no new business.

7. OPPORTUNITY FOR PUBLIC PARTICIPATION

There was no public participation.

8. MOVE TO IN-CAMERA:

It was,

MOVED BY: B. Norton

SECONDED BY: D. Clifford

THAT the Board go in-camera at 5:42 pm.

CARRIED.

9. OTHER MOTIONS/BUSINESS:

There was no other motions/business.

10. DATE AND LOCATION OF NEXT MEETING:

April 27, 2023

11. TERMINATION:

It was,
MOVED BY: K. Lampi
THAT the meeting be terminated at 7:09 pm. CARRIED.

Chair

Secretary/Treasurer



Board Chair, Chief of Staff & Senior Leadership Report – April 2023 Open Session

Strategic Pillars & Directions

Investing in Those Who Serve - Strategically Leveraging our Human Resources

- **Security**

Daytime security coverage was added on a temporary basis in early January. Recently, the decision was made to cease this coverage April 19, 2023, due to a lack of financial resources. Within a few days clinical leadership identified a vacancy in a separately funded program that enabled us to redirect existing resources to this fund and free up global funding to continue daytime security through March 31, 2024. Our engagements with the physician health and safety committee and directly with inpatient and emergency nursing further demonstrated the value of retaining this security service. The Chief of Staff shared thanks for the continuation of 24-hour security for the time being and thanked the Administration team for making this happen.

Over the next year we will advance identification of permanent resources to maintain daytime security in addition to our permanent evening and night security. In addition, we will be onboarding permanent security leadership to evolve our security program to enable critical supports such as restraint support, etc.

In late April a meeting is scheduled with select physician and nursing representatives where our legal counsel will address our rights and responsibilities as part of an improved hand-off process with the Ontario Provincial Police. Other areas, including door security, cameras and the use of voice based pendant alarms will continue to be explored and advanced to implementation planning.

- **Scheduling**

As part of UKG's rollout of our new scheduling software there is considerable process redesign that will be required. A working group has been established to assist in decision making as it relates to the new scheduling system implementation. A representative from each site was selected with particular focus on those staff who currently play a significant role in scheduling management.

- **General Surgery**

The Chief of Staff noted the locum general surgical program is developing and working very well.

One Riverside - Promoting a Consistent and Empowering Culture

- **Elders' Meeting**

On May 4, 2023, the Chief Executive Officer, EVP, Clinical Services and Chief Nursing Executive and Chief of Staff will visit the community of Big Grassy to meet with the Elders. Big Grassy Chief Lynn Indian requested this in-person meeting in order that the Elders could share their perspectives on services provided by the Rainy River Health Centre.

- **Trillium Gift of Life Presentation**

Trillium Gift of Life Network (TGLF) presented to clinical leadership and then the Medical Advisory Committee (MAC) regarding the opportunity to screen all deaths that occur in our ICU and Emergency departments. If eligible, TGLF would have conversations with patients and/or families that have died or are dying and discuss this option. The Rainy River District has a higher than provincial rate of citizens that have stated they wish to be an organ donor. The Ontario average of registered donors is 35% whereas Fort Frances is 57%.

Tomorrow's Riverside Today - Investing Today to Support Tomorrow

- **Human Resources Leadership**

Effective May 15, 2023, Kelly Woods of our human resources department will assume the role of Interim Supervisor for a one-year period.

- **Medical Director for Rainycrest Long Term Care Home**

Dr. Carolyn Trottier will be taking over the medical director role for Rainycrest Long Term Care Home.

- **Accreditation**

The Accreditation Leadership and Emergency Preparedness Committees have identified any gaps in standards and are continuing to meet to ensure the continuous quality improvement is occurring.

- **Emergency Preparedness Core Team**

The Emergency Preparedness Core Team, intended to take a corporate level view, has identified the following areas of priority as part of follow up through our meeting structure: Tabletops/Mocks, Code Review, Gap Analysis/Progress, Training Requirements, Recovery Plans, Imminent Risks, and Communication.

- **MRI**
The planning kick off meeting for the MRI was held on April 15, 2023. A primary location was identified for the MRI; however, considerable effort is required to validate its appropriateness. Should an alternate location be required, there is considerable risk that the cost of renovations/construction and timelines may increase. As a result, our Team is focused on firming up the location as it will impact the extent of fundraising required and may impact the nature of the MRI unit selected based on footprint. At present we are anticipating the timeline to go-live for the MRI will be 2 ½ years. The timeline is longer than initially expected due to both training and capital requirements.
- **Ontario Health Team (OHT) Executive Lead**
The OHT continues to engage two recruitment firms to select an agency that can assist with the onboarding of a new Executive Lead for the Rainy River District OHT.
- **Rainy River District Ontario Health Team (RRDOHT) Strategy Session**
Rainy River District Ontario Health Team (RRDOHT) had a two-day strategic session April 17-18th, 2023. The follow up to this engagement session is a mission, vision, and values strategic planning session to be attended by the Chief Executives and one or two Board Members from each organization. There will be governance and decision-making discussions at this meeting.

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

- **Worship/Ceremonial Spaces**
Renovations continue to advance in the Ground Floor meeting room to prepare the space as a ceremonial space to support our Indigenous population.

Our existing chapel is being transitioned to a multi-faith space. A member of our staff that is of the Muslim faith has worked with Chandra Colling, Executive Assistant to identify changes required to the room. Planned changes include:

- Removal of religious symbols and pictures.
- Installation of privacy curtains for prayer space.
- Storage cupboards for religious supplies.
- Addition of a compass for the room.
- New signage to support multi-faith use of the space, identify when prayer is in progress, and direct those using the space to the nearest bathroom facilities.

We are further discussing the best approach to address the need identified for supplies in the room such as religious texts, prayer mats, beads, etc. and provision of directory of the location and contact information for the various religious organizations in the area.

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

Respectfully Submitted,

Joanne Ogden, Board Chair

Dr. Lucas Keffer, Chief of Staff

Julie Loveday, Executive Vice President, Clinical Services & CNE

Carla Larson, Chief Financial Officer

Jordan Forbes, Chief Human Resources Officer

Henry Gauthier, President & CEO



Auxiliary Report – April 2023

Emo

No Report.

La Verendrye General Hospital

See Attached Report.

Rainycrest

No Report.

Rainy River

Tuck shop inventory has been completed and the hours of operation will be posted in the community to raise awareness of the merchandise available for sale.

Our \$1000.00 bursary for a Rainy River High School student entering a medical program has been renewed for 2023 and distributed to students.

A Rainy River citizen is donating an historical painting of The Arc for fundraising purposes. It was decided to possibly display the painting at the Legion.

Our Strawberry Social will be held in early May with all proceeds going to the ultrasound machine fundraising.

La Verendrye General Hospital Auxiliary
Executive Committee Meeting
April 4, 2023 at 1:30 p.m.

Present: Marnie Cumming Diane Glowasky
 Linda Booth Donna Penney
 Jan Beazley Linda Plumridge
 Irene Laing Susan Sieders

Absent: Ellen Gagne Brenda Cox
 Margie Gibson

1.0 Call to Order:

Marnie called the meeting to order at 1:30 p.m.

2.0 Auxiliary Pledge

Diane read the Auxiliary Pledge.

3.0 Declaration of Conflict of Interest

There was no conflict of interest declared.

4.0 Approval of Agenda:

Marnie added two items to the agenda under New Business: LVGHA Brochure, and Nominations Committee. The revised agenda was approved.

5.0 Minutes

The minutes of the March 7, 2023 meeting were accepted as circulated.

6.0 Treasurer's Report

Linda had pre-circulated the Treasurer's Report (see attached). She reviewed the current bank balance, memorial donations, and funds received to date for Rockin for a Reason. She also provided a brief update on the year end financials. It was noted that the Gift Shop is making around \$1,000/month, and the debit machine has been very beneficial.

Jan asked if it was possible to email charitable receipts instead of mail, or use etransfer. There was discussion and this could be reviewed in the future. Jan would check to see if we can obtain an Auxiliary email through Riverside.

7.0 Correspondence

None

8.0 Directors Reports

Foundation Representative Update

Marnie indicated that the IV pumps are to be installed in April. She suggested that the cheque presentation be done at our AGM. We are hoping to obtain the 23/24 Capital Equipment list by May so a decision about future fundraising can be made earlier and used in future promotions. The Foundation Fall Gala will be held on Oct. 21, 2023.

The Foundation Luncheon/Tea in honor of June Keddie is now sold out. June was a member of the Auxiliary for many years, and was our rep on the Foundation Board. It was suggested that the Auxiliary say a few words at the event. Marnie would talk to Allison about this, and Irene would be prepared to do this.

Gift Shop

Jan updated on the following:

- Shop open five days a week again
- Information has been forwarded to Twin City Refreshments for the parts needed for the confectionery machine which experienced some vandalism a few weeks ago.
- Follow up with Coca Cola has been done to get the additional machine removed
- Jan has talked to Ed Cousineau re: moving the cafeteria pop machine to a more desirable location – some electrical work needs completing first.
- Some new volunteers have been trained – currently working with 21 Shop volunteers.
- New merchandise is doing well in the shop and Susan is looking into new pop-ups.

Communications

Marnie noted that Robin McCormack is not prepared to take on an Executive role at this time, but will help with promotions as needed.

Memberships

Marnie indicated that 6 past memberships have been renewed, along with one new one.

Phoning/Courtesies: Donna had sent a sympathy card to the Dixie Badiuk family, and a Get Well to John McTaggart. June Smith is now in Rainycrest and it was agreed to send a birthday card for her 100th Birthday.

Social Activities

The spring luncheon was held on March 13 at the Knox United Church. We had 26 members in attendance. The decorating theme was Easter. The ladies served a lasagna with coleslaw and fresh baked bread. We enjoyed a lovely dessert, tea and coffee.

After the luncheon we held a general meeting. Our president, Marnie Cumming, outlined some of the new events we are planning to hold. The main focus was Rock'n for a Reason coming up later this month. People were asked to take pledge sheets and contact several well-known personalities in the town to see if they would be celebrity rockers. The Strawberry Social was discussed including ideas to boost sales. Members also volunteered for several of the event tasks. Some discussion was held on the new "Stitches" event we are planning. We were all reminded about the upcoming Foundation Luncheon, in honour of June Keddy.

The door prize, a bath set and handmade Easter coasters made by Linda Plumridge was won by Holly Angus.

Staff Appreciation is ready to go. Jan/Sue will get a date in April for Diane to bring the packages into the shop.

Special Events – vacant

Directors at Large

Baby Kits are continuing and Judy Webster has been in touch to ensure the teddy bears are provided to children when in surgery, etc.

9.0 Unfinished Business

Volunteer Recognition – No update on this.

Policy/Procedure Manual Distribution

Marnie distributed the completed manuals to those present. She thanked Irene and Jan for their help in reviewing the information.

Rockin for a Reason Update

Diane confirmed that she will put together a draw basket.

Linda B. updated on rocking spots being filled and donations received to date. The Legion Branch 29 is making a \$5,000 donation to the event, and it was approved from the Branch 29 Poppy Fund. We will do a photo op and cheque presentation at the event that weekend. Jan would check to see if we could get an old IV pump for display at the event.

Strawberry Social

Marnie updated on the information/ideas discussed after the luncheon. A final decision on adding additional items ie: book sale, on-line silent auction, setting up at the Market Square, etc. will be made at the May meeting. She noted that the business list of who has supported this event in the past should be updated.

Jan has been in contact with Ed Cousineau regarding the space in the ambulance garage (for set up and sales, and whether they have freezers we can use. She has not heard back as yet.

Stitches Update

Marnie has talked to Kim Roy From the Country Cabin Quilters who is very excited about this event and using the Zion Lutheran Church. Marnie will go to their May meeting for further discussions/updates. They have a quilt that we can raffle. Susan indicated she would be following up with their quilt group as well.

10.0 New Business

Sandy Beadle – Retirement

Sandy has been supporting the Auxiliary as needed in her administrative role for many, many years. It was agreed to provide her with a retirement gift from the Auxiliary. Various ideas were given and Marnie will follow up and report back at the next meeting.

Moved by: Jan Beazley Seconded by: Susan Sieders

That the Auxiliary spend approximately \$200 on a retirement gift.

Carried.

Auxiliary Brochure

The idea of having an Auxiliary brochure was discussed. Everyone liked the concept as it could be used at PR events, fundraisers, etc. Allison could be approached for advice as they have used brochures in the past. The brochure would be professionally done, and Linda could get a quote from the F.F. Times. A draft would be developed and brought forward to the June meeting.

Nominations Committee

As Past President, Irene would Chair this committee. She asked for two other volunteers – Jan and Marnie agreed to work on this committee. Irene felt that current Members at Large should

be asked to move up into other positions. The first meeting of the group would be held on April 18 at 1:00 p.m. at Irene's home.

8.0 ADJOURNMENT

Meeting was adjourned at 2:45 p.m. Next meeting on Tuesday, May 2nd.

Marnie Cumming, Chair