

**BOARD OF DIRECTORS MEETING
OPEN SESSION**

Thursday, January 28, 2021
5:30 pm – La Verendrye General Hospital / GoToMeeting

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 – November 26, 2020 * Pg 4 2.2 Board Chair & Senior Leadership General Report – J. Ogden, H. Gauthier, J. Loveday, C. Larson, Dr. K. Eltawil* Pg 6 2.3 Governance Committee Report – J. Begg – No Report 2.4 Audit & Resources Committee Report – D. Robinson * Pg 8 2.5 Quality Safety Risk Committee Report – S. Weir * Pg 11 2.6 Riverside Foundation for Health Care Report * Pg 13 2.7 Auxiliary Reports * Pg 20	
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: February 25, 2021	
11.	Termination	

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



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

Thursday January 28, 2021

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.

Our Mission
Improving the health of every person we serve,
responding to the needs of our communities.

MISSION

VISION *Our Vision*
Innovative, high quality health care - inspired
and delivered by our team and partners.

Our Values **VALUES**
Integrity • Respect • Excellence • Growth

STRATEGIC PILLARS

Quality • Organizational Health • Partnerships • Advocacy

RIVERSIDE HEALTH CARE

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

Date of Meeting: November 26, 2020

Time of Meeting: 6:00 pm

Location of Meeting: La Verendrye General Hospital – Board Room/GoToMeeting

PRESENT: H. Gauthier* D. Robinson* J. Ogden* B. Norton*
K. Lampi* Dr. K. Eltawil* C. Steiner* S. Weir*
Dr. V. Patel* *via OTN/teleconference/GoToMeeting

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

REGRETS: J. Begg

GUEST: D. Black*

1. CALL TO ORDER:

J. Ogden called the meeting to order at 6:00 pm. B.Booth recorded the minutes of this meeting. J. Ogden read the Indigenous Acknowledgment and K. Lampi read the Mission Statement. Joanne shared she laid tobacco and said prayers today for a successful meeting. Joanne welcomed everyone and reminded all of the GoToMeeting etiquette.

1.1 Quorum

Joanne shared there was 1 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. There were no items removed.

3. MOTION TO APPROVE THE AGENDA:

It was,
MOVED BY: D. Robinson SECONDED BY: K. Lampi
THAT the Board approves the Agenda as circulated.
CARRIED.

4. Patient / Resident Safety Moment

Julie noted this item will be discussed In Camera.

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: K. Lampi

SECONDED BY: C. Steiner

THAT the Board go in-camera at 6:03 pm.

CARRIED.

9. OTHER MOTIONS/BUSINESS:

There was no other motions/business.

10. DATE AND LOCATION OF NEXT MEETING:

January 28, 2021

11. TERMINATION:

It was,

MOVED BY: D. Robinson

THAT the meeting be terminated at 7:31 pm.

CARRIED.

Chair

Secretary/Treasurer



Board Chair, Chief of Staff & Senior Leadership Report – January 2021 Open Session

Strategic Pillars & Directions

Quality

- **Assessment Centre**
Drive through Assessment Centre at Fort Frances site is up and running. A drive through garage model has been built for safety and comfort for our patients and staff. A capital request has been submitted to the MOHLTC for reimbursement.
- **MoreOB**
MoreOB Milestone 8 Planning occurred on January 8, 2021 virtually.
- **Surgical Program**
 - Additional laparoscopic instrumentation and novasure endometrial ablation system have been ordered to support the expansion of our surgical program.
 - Regional Urology Program Presentation scheduled for January 26, 2021 - session will be led by Dr. Walid Shahrour and Dr. Hazem Elmansy.
 - Regional Surgical Backlog Meeting on January 21, 2021.

Organizational Health

- **Physician Recruitment**
 - A meeting was held with MOHLTC and Health Force Ontario representatives on January 15, 2021 to discuss challenges and opportunities with physician recruitment in the North.
 - Dr. Balaraman and Dr. Elkheir will be closing their practices in Fort Frances in February and June 2021 respectively. Our recruitment team is currently working on hiring a full-time general surgeon.
 - A meeting is scheduled for January 21, 2021 with the COS, CEO and Recruiter to discuss the next steps in advancing our recruitment of a 2nd general surgeon with Dr. Elkheir leaving in June 2021.
- **COVID-19 Onsite Testing**
The Biofire Torch in the laboratory has just completed its required validation of 10 positive and 20 negative samples. The policy and procedure has been completed and approved. All required submissions have been provided and we have been approved with Laboratory licensing to go-live with this COVID-19 testing system. Our organization receives 90 cartridges/swabs per month. In addition, RHC has received a Provincial Diagnostic Network Agreement intended to ensure funding is provided for Biofire Torch cartridges that have to be purchased beyond our monthly allotment of 90 cartridges.
- **COVID-19 Fatigue**
COVID-19 fatigue is increasingly impacting clients, patients, residents, and staff. While we anticipated the current circumstances transpiring, it remains difficult to experience and mitigate.
- **Education**
 - Advantage Ontario HR Law Year in Review – January 14, 2021
 - BLG Board Education – January 19, 2021
 - Sexual Assault Evidence Collection – January 26 & 27, 2021 by Kathleen Fitzgerald. This will be offered virtually through OTN.
 - Simulation Labs – January 28 & 29, 2021, Dr. Halvorsen: Antepartum Bleeding
 - Advanced Cardiac Life Support (ACLS) in December and another coming.
 - Obstetrical course starting February 1, 2021 (weekly x 10 weeks) – 3 participants
 - Canadian Triage Acuity Scale (CTAS) – March 4, 2021, Dwight Stang

Partnerships

- **COVID-19 Vaccine**
We are advocating and prepared to receive COVID-19 vaccines, whether it is Pfizer, Moderna, or both. Weekly vaccine meetings are held with the North Western Health Unit, the Deputy Minister's office is engaging Long Term Care Administrators directly, and the Regional CEOs are engaging regarding the Pfizer product. The recent announcement that Pfizer's delivery to Canada will be half the planned volume until March, will impact achievement of the planned vaccine deployment plan. Freezers are on site at LaVerendrye General Hospital to store both forms of vaccine, in excess of the District population. A staff survey has been distributed corporately to evaluate the level of support for vaccinations amongst our staff. Consents, letters, and information documents have been provided to all long term care residents, substitute decision makers (SDM), and power of attorneys (POA). We are currently receiving completed consents back.
- **Regional Mental Health Assessment Team (RMHAT)**
The RMHAT initiative at TBRHSC received funding from the Small Hospital Transformation Fund to expand mental health services to emergency departments from January 18-March 31, 2021. An algorithm for accessing RMHAT is in place. Prior pilots for this program have been successful and hopefully long term funding can be established. This program mimics the Regional Critical Care Response (RCCR) program, in which assessments and expertise can be provided virtually.

**Board Chair, Chief of Staff & Senior Leadership Report – January 2021
Open Session**

- **Bundled Care**
RHC received its bundled care agreement for orthopedic hip and knee procedures, including those relocated from TBRHSC due to the impact of COVID-19 on the tertiary centres ability to manage surgical backlogs within existing surgical resources.
- **Rainy River District Ontario Health Team (RRDOHT)**
The RRDOHT agreed on a consensus model for its initial Collaborative Decision Making Agreement (CDMA) to allow for the future growth of the CDMA model, while supporting continued focus on year 1 the priorities (mental health, addictions, diabetes) and establishment of primary care and patient family advisory committees. RHC has assigned David Black, Director of Community Services and Tammy McNally, Administrator of the Emo and Rainy River Health Centres as temporary RHC leads for the RRDOHT. In addition to allowing our senior team to focus our efforts and the numerous priorities we are currently progressing, this also provides for a strong presence from both our community division and the West End of the District at the discussion table.
- **Small, Rural and Northern Provincial Leadership Council (SRN Council)**
The January SRN Council meeting focused on budgeting assumptions for 2021-22 and explored the potential role of hospitals in both organizational and community vaccinations. The Ontario Hospital Association has engaged the MOHLTC to request that more clarity be provided regarding qualifying COVID-19 expenses, in order to avoid any end of year surprises for hospitals across the province.
- **Regional Services Committee of the Board**
Board Chair attending first Regional Services Committee of the Board meeting January 28, 2021.

Thank you to all the Directors, Managers and Supervisors from across RHC whose submissions prove to be invaluable in the preparation of this report.

Respectfully Submitted,

Joanne Ogden, Board Chair

Dr. Karim El-Tawil, Chief of Staff

Julie Loveday, Executive Vice President, Clinical Services & CNE

Carla Larson, Chief Financial Officer

Henry Gauthier, President & CEO



Audit & Resources Committee Report – January 2021

2.4.1 Financial Report – December 2020 *



Operating Revenue & Expense Summary April 1, 2020 to December 31, 2020

		2020/2021 Annual Budget	YTD 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	\$26,661,629	\$19,996,222	\$20,016,759	\$20,537	0.10%
Other Funding (19*) - Bundled Care, Hospice, Oncology Drug Reimbursement	A-2	\$1,624,458	\$1,218,344	\$4,386,533	\$3,168,189	260.04%
LHIN - One Time Funding	A-3	\$0	\$0	\$0	\$0	0%
MOHLTC - One Time Funding	A-4	\$222,275	\$166,706	\$166,706	(\$0)	0.00%
Other Revenue MOHLTC - HOCC	A-5	\$488,505	\$366,379	\$381,274	\$14,895	4.07%
Paymaster	A-6	\$0	\$0	\$0	\$0	0%
Cancer Care Ontario	A-7	\$21,563	\$16,172	\$6,295	(\$9,877)	-61.08%
Recoveries & Miscellaneous	A-8	\$1,485,678	\$1,114,259	\$1,203,078	\$88,819	7.97%
Amortization of Grants/Donations Equipment	A-9	\$270,000	\$202,500	\$204,762	\$2,262	1.12%
OHIP Revenue & Patient Revenue from Other Payers	A-10	\$1,725,505	\$1,294,129	\$1,024,458	(\$269,671)	-20.84%
Differential & Copayment	A-11	\$970,001	\$727,501	\$750,753	\$23,252	3.20%
TOTAL REVENUE	A-12	\$60,131,243	\$26,315,679	\$28,140,617	\$1,824,938	6.93%
EXPENDITURES						
Compensation - Salaries & Wages	A-13	\$18,775,421	\$14,145,865	\$15,617,086	\$1,471,221	10.40%
Benefit Contributions	A-14	\$5,081,817	\$3,828,766	\$3,934,585	\$105,819	2.76%
Future Benefits	A-15	\$163,200	\$122,400	\$127,560	\$5,160	4.22%
Medical Staff Remuneration	A-16	\$1,518,000	\$1,138,500	\$1,116,563	(\$21,937)	-1.93%
Nurse Practitioner Remuneration	A-17	\$122,800	\$92,100	\$110,190	\$18,090	19.64%
Supplies & Other Expenses	A-18	\$5,055,280	\$3,791,460	\$4,151,330	\$359,870	9.49%
Amortization of Software Licenses & Fees	A-19	\$34,887	\$26,165	\$26,165	(\$0)	0.00%
Medical/Surgical Supplies	A-20	\$720,889	\$540,667	\$739,275	\$198,608	36.73%
Drugs & Medical Gases	A-21	\$1,340,607	\$1,005,455	\$1,387,024	\$381,569	37.95%
Amortization of Equipment	A-22	\$641,257	\$480,943	\$542,525	\$61,583	12.80%
Rental/Lease of Equipment	A-23	\$147,252	\$110,439	\$111,139	\$700	0.63%
Bad Debts	A-24	\$82,000	\$61,500	\$120,095	\$58,595	95.28%
TOTAL EXPENSE	A-25	\$33,683,410	\$26,482,760	\$27,983,537	\$1,500,777	5.67%
SURPLUS/(DEFICIT)	A-26	\$26,447,833	\$19,835,875	\$157,079	(\$19,678,795)	-99.21%



**Operating Revenue & Expense Summary
April 1, 2020 to December 31, 2020**

		2020/2021 Annual Budget	YTD 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	\$1,560,807	\$1,170,605	\$1,246,938	\$76,333	6.52%
TOTAL EXPENSE	B-2	\$1,560,807	\$1,170,605	\$1,254,826	\$84,220	7.19%
SURPLUS/(DEFICIT) - DUE To LHIN	B-3	\$0	\$0	(\$7,888)	(\$7,888)	0.00%
Fund Type 3 - Other Ministry/Agency Funded - Non Hospital Services Partner Assault Response - Family Violence						
TOTAL REVENUE	C-1	\$191,338	\$143,504	\$156,382	\$12,879	8.97%
TOTAL EXPENSE	C-2	\$191,338	\$143,504	\$151,616	\$8,113	5.65%
SURPLUS/(DEFICIT) - DUE To Other	C-3	\$0	\$0	\$4,766	\$4,766	0.00%
Fund Type 2 - LHIN Funded - RainyCrest Community Support Services (Home Support, Assisted Living, Adult Day, Meals on Wheels)						
TOTAL REVENUE	D-1	\$1,340,836	\$1,005,627	\$1,195,516	\$189,889	18.88%
TOTAL EXPENSE	D-2	\$1,340,836	\$1,005,627	\$1,059,909	\$54,282	5.40%
SURPLUS/(DEFICIT) - DUE To LHIN	D-3	\$0	\$0	\$135,607	\$135,607	0.00%
Fund Type 2 - LHIN Funded - RainyCrest Long Term Care						
TOTAL REVENUE	E-1	\$13,044,393	\$9,783,295	\$10,930,432	\$1,147,137	11.73%
Compensation & Benefits	E-2	\$10,794,697	\$8,132,991	\$8,638,230	\$505,239	6.21%
Supplies	E-3	\$1,289,047	\$966,785	\$967,633	\$848	0.09%
Service Recipient Specific Supplies	E-4	\$0	\$0	\$0	\$0	0.00%
Sundry	E-5	\$675,873	\$506,905	\$726,361	\$219,456	43.29%
Equipment	E-6	\$234,600	\$175,950	\$243,282	\$67,332	38.27%
Contracted Out	E-7	\$343,883	\$257,912	\$190,137	(\$67,775)	-26.28%
Building & Grounds	E-8	\$26,877	\$20,158	\$18,036	(\$2,122)	-10.53%
TOTAL EXPENSE	E-9	\$13,364,977	\$10,060,701	\$10,783,678	\$722,978	7.19%
SURPLUS/(DEFICIT) including unfunded liabilities	E-10	(\$320,584)	(\$277,406)	\$146,754	\$424,160	-152.90%
Less: Unfunded Future Benefits	E-11	\$0	\$0	\$98,775	\$98,775	0%
Less: Unfunded Amortization Expense	E-12	\$0	\$0	\$38,336	\$38,336	0%
SURPLUS/(DEFICIT) excluding unfunded liabilities	E-13	(\$320,584)	(\$277,406)	\$283,865	\$561,271	-202.33%
Operating Surplus(Deficit) - Hospitals & Long Term Care ONLY		\$26,127,249	\$19,558,469	\$440,944		
Total Operating Margin - Hospitals & Long Term Care ONLY		35.70%	54.18%	1.13%		



Quality, Safety, Risk Committee Report – January 2021

2.5.1 Board Quality Metrics *

BOARD OF DIRECTORS - QUALITY METRICS - 2020-2021



INDICATORS:

1. **Participation A** - # of voting board members attending board meetings monthly.
2. **Participation B** - # of voting board members attending committee meetings monthly.
3. **Reflection A** - # of completed board meeting evaluation surveys bi-monthly.
4. **Reflection B** - # of members that complete the board self-assessment questionnaire annually (June).
5. **Decision Making** - # of board decisions made by detailed briefing notes/supporting documentation done monthly.
6. **Education A** - # of education sessions at board meetings monthly.
7. **Education B** - # of board meeting agenda items related to integration, quality or strategy monthly.
8. **Composition** - # of categories in the skills based board matrix met annually (March).
9. **Compliance** - # of new directors that attend board orientation annually (Sept).

INDICATOR	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	YTD Actual	Target	Variance	Notes
1. Participation A	57%	71%	86%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	71%	75%	-4%	
2. Participation B	100%	88%	91%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	93%	75%	18%	
3. Reflection A	57%	#DIV/0!	71%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	64%	100%	-36%	
4. Reflection B										#DIV/0!			#DIV/0!	100%	#DIV/0!	
5. Decision Making	100%	100%	100%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	100%	90%	10%	
6. Education A	0%	100%	100%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	100%	100%	0%	min of 1 session/mtg
7. Education B	100%	100%	100%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	100%	100%	0%	min of 2 items/mtg
8. Composition							#DIV/0!						#DIV/0!	89%	#DIV/0!	16/18 skills met (*LOW DUE TO VACANCY)
9. Compliance	100%												100%	90%	10%	

Riverside Foundation for Health Care
Board of Directors
Minutes of Meeting

DATE: Monday, November 30, 2020 **TIME:** 11:30 a.m.

LOCATION: Go-To-Meeting

PRESENT:

Tyler Cousineau	Kim Jo Bliss
Susan Irvine	Bill Gushulak
Meghan Cox	Carlene Steiner
Delaine McLeod	Bev Langner
Rob Georgeson	Irene Laing
Paul Brunetta	Carla Larson (present for 10.6 & 8.5)

1. Call to Order

Delaine called the meeting to order at 11:30. Sandra Beadle recorded the minutes of this meeting.

2. Adoption of Agenda

Move 8.5 CEWS to be discussed under 10.6 Finance Report.

IT was,
 MOVED BY: Bill Gushulak SECONDED BY: Tyler Cousineau
 THAT the Agenda be accepted as circulated.
CARRIED.

3. Confidentiality

All confidential information obtained through this committee will not be accessed or disclosed. All confidential information will not be altered, destroyed, copied or interfered with except with authorization and in accordance with the policies and procedures of RHC.

4. Conflict of Interest

There was no conflict of interest.

5. Approval of Minutes

IT was,
 MOVED BY: Bill Gushulak SECONDED BY: Paul Brunetta
 THAT the minutes from the October 26, 2020 meeting be accepted as circulated.
CARRIED.

A reminder that our commitment amount will be revised in Q4.

8.3 Monthly 50/50

The first monthly 50/50 was completed today. The winner was Diane Ross and she is taking home \$18,685. Based on the 8 week Labour Day 50/50 campaign, Allison set a goal of the prize pot hitting \$10,000 each month. Sales growth was much higher this time around than with the first one in which it took 6.5 weeks to reach what this pot got to.

Mail order forms were sent out to the 250 households that sent one back during the first campaign, of those, 90 were returned. There were also 221 orders processed either over the phone or in office. So in total, there were 240 offline purchases amounting to \$5,020, compared to 433 amounting to \$9,320 in the first campaign. So the trend is that sales are moving more to an online basis, which is great because it is far less in-office work. December mail order forms will be sent to those who sent an order back in November.

A rough finance report has been completed. After expenses, the raffle brought in ~\$14,000. Some of the expenses were a one-time cost that we won't incur in the upcoming months (October rental fees, paper purchases, double sided cheque). A marketing budget of \$800 was set. The same marketing strategy will be used in the December draw, however it will be revisited in January. As the months go on, there should be less of a need to spend money on print and radio ads.

The December draw opens tomorrow, sales will close on December 30th and the draw will take place December 31st. Marketing will focus on enticing people to purchase tickets as stocking stuffers and information will be provided on how to purchase tickets in someone else's name.

8.4 Donor Database

Allison has begun weekly meetings with ASI for training on iMIS Cloud including preparing the data from Income Manager for conversion. Part of what iMIS Cloud includes is member pages. It gives us the ability to set up Board Members (or anyone) with unique login info so that they can access community pages where information can be shared, discussions can be set up, files can be uploaded, etc. We are aiming for a go live date of early March. Dawn has attended meetings regarding the GL information.

8.5 CEWS (Canada Emergency Wage Summary)

There is a significant amount of information needed to go with the application for CEWS. Month to month payroll information and in depth information is required. Payroll is going through a new system implementation and will go live in January 2021. They are under the gun and overwhelmed. They don't have a high level of comfort with CEWS rules. Carla has reached out to BDO to see if they will absorb the CEWS Application process for us. There is a cost of around \$3,200 in total for the BDO fees. We would be looking at a \$20,000 to \$30,000 return or more. All in \$3,200 is not a lot to pay for the application process. BDO is very familiar with the process and they know what needs to be done. RHC has a high level of confidence in their ability. Carla will be meeting

tomorrow (December 1, 2020) with Jeff Savage (from BDO) and Delaine. Delaine will then bring the information back to the Board to see how we move forward.

8.6 Online Auction

The online auction will be taking place from December 7th to December 11th at <https://www.32auctions.com/rfhchomemadechristmas>

As of today there are 36 items in the auction. 32auctions allows you to list 20 items free of charge, it was a \$30 charge to list up to 100 items. Donations are still being accepted so if you or someone you know would like to donate let Allison know.

Marketing will take place over Facebook, via our email list, in the staff newsletter and a staff wide email will be sent out. So keep an eye on Facebook and share away when ready. Items will be shipped at the buyers cost.

All funds raised will go towards the Christmas Appeal.

8.7 Christmas Appeal

The Christmas Appeal letters were sent out on November 17th. Allison used the on line ordering for the Post Office and it worked very well. They are starting to arrive back in the office. Leo has begun to get some of the furniture for the Activation Room ordered.

The tree in the Lobby is up but has to be decorated. Allison is debating not running the Trim the Tree campaign this year. There is less foot traffic in through the Lobby, and with multiple other campaigns that are happening (appeal letters, auction and 50/50) it might not be a great idea to run too many things at once. Last year \$500 came in through the Trim the Tree Campaign.

8.8 Capital Campaign

We are in the very early stages of researching the feasibility of a capital campaign. As of now, Meghan has signed on to sit on a sub-committee to plan the first steps. We could use some assistance if there is anyone else that would like to sign on. To clarify, this would not be the Capital Committee but one to research the feasibility, plan the first steps and identify and recruit members of the community to sit on the official committee.

Allison has reached out to Nicke Paddock to set up a meeting to discuss the first steps in planning a Capital Campaign.

9. New Business

9.1 Other

None

10.0 Standing Reports

10.1 Physician Recruitment and Retention Report

Meghan reported that the last meeting for Physician Recruitment was postponed. They will now meet this Thursday, December 3rd.

It was, MOVED BY: Paul Brunetta THAT the Physician Recruitment and Retention Report be accepted. CARRIED.	SECONDED BY: Tyler Cousineau
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10.2 Special Event Committee Report

Allison said she had a couple ladies from the Special Event Committee help out with soliciting donations for the Silent Auction. They are still involved in some things and Allison hopes to be able to utilize the members more in the future. For example they may hold a virtual Spring Luncheon

It was, MOVED BY: Paul Brunetta THAT the Special Event Committee Report be accepted. CARRIED.	SECONDED BY: Irene Laing
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10.3 Hospital Auxiliaries Update

Susan reported for the Emo Auxiliary. Their last meeting was on November 12th with 9 members present. They had a wreath laying at the cenotaph on November 11th. They are working on gift bags for the residents and they will deliver them to the office at Emo Health Centre, and they will hold them the required amount of time and then staff will deliver out to the residents. Some of the membership volunteered for “stuff a cruiser” at Cloverleaf. Some smaller items for Residents have been purchased from Petty Cash. The Emo Auxiliary won’t meet again until February 2021.

Bev reported for the Rainy River Auxiliary. They still are not having meetings as there is no space at the Hospital for them to meet. They did have an Executive meeting and the Executive decided to purchase furniture for the Rainy River Health Centre. This is reflected in the Budget Sheet. They are struggling to decide what to do for the residents for Christmas as they usually pay for haircuts but this isn’t able to happen right now. They decided that the haircut money would go towards entertainment for the residents by purchasing music or something along that line.

There is no report for Rainycrest.

The LVGH Auxiliary ran a Silent Auction in the lobby about 2 weeks ago and it was quite successful. Allison wasn’t sure of the exact profit. They are hoping to re-open the Gift Shop within the next week. The members are working in the shop now organizing

and ordering stock. They are working closely with Jodi Jewell Infection Control Practitioner to make sure all the proper standards are followed. The Gift Shop has had plexi-glass installed and RHC absorbed the cost out of the COVID funding. Hopefully the Gift Shop will reopen within the next week.

It was, MOVED BY: Bill Gushulak SECONDED BY: Kim Jo Bliss THAT the Auxiliary updates be accepted. <p style="text-align: center;">CARRIED</p>

10.4 Foundation Director Report

There will be no Christmas Dinner this year; however Allison has gifts for everyone. She will be sending out an email to arrange for either delivery or pick-up.

Allison will be taking December 24th to January 1st off. The office will be closed during this time. Allison will be checking voicemail for any call in ticket orders as well as coming in to the office on December 30th to process any mail order forms that may have come in over the holidays. She will also still be actively marketing the raffle through Facebook and e-blasts.

Major Donors (September 21 to present)

\$1,000 – Timo Brielmann – In Honour of Val Grant (car auction), RR General Fund

\$1,000 – Northend Farms Ltd. – In Honour of Val Grant (car auction), RR General Fund

\$1,000 – Kreger Sales & Service Inc – In Honour of Val Grant (car auction), RR General Fund

\$600 – Jack Elliott – IM Norma Elliott, RR General Fund

\$1,000 – Tait Bros Contracting – In Honour of Val Grant (car auction), RR General Fund

\$709.90 – The Beer Store – donations raised through bottle returns, LVGH General Fund

Foundation in the News

October 28 – Article about Val Grant’s charity auction. Allison has sent a picture to the Times of Val and the major donors but it has not been published yet.

November 4 – 50/50 Press Release

November 12 – Community Spirit, CIBC photo, Joey Payeur Photo, Redrum MC Photo

It was, MOVED BY: Tyler Cousineau SECONDED BY: Bill Gushulak THAT the Foundation Director Update be accepted. <p style="text-align: center;">CARRIED.</p>
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10.5 Riverside Corporate Report

No report

10.6 Finance Report

Noted the Finance Report is a bit behind with being off site last week.

The Foundation is sitting at a deficit of \$50,999 consisting of one time costs and won't impact next year. There are no concerns with the fiscal position and the implementations are on par. Dawn did a breakdown on line A-9. The anticipated budget is \$10,000 clear for the 50/50 starting in September and running to March. It was questioned if the annual year to date should be changed but it will be left as is because the budget was agreed to for 2021. If the increase continues into 2022 then it will be bumped up. It will even out because the Special Event budget is \$55,000 but there won't be anything coming in there so we can move the dollars around to offset the variance.

Carla added that the Finance team was required to start submitting Draft Budgets to the Ministry in November but got an extension to mid -December to submit the 2021/2022 budget for all sites and all facilities and sectors. She would like to include the Foundation in that so she will approach the Board at some point to see what the budget is going to look like for next year.

was, MOVED BY: Bill Gushulak THAT the Finance Report be accepted.	SECONDED BY: Bev Langner CARRIED
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10.7 Other

None

11. Next Meeting

Next Meeting Date: January 25th, 2021. This will be a virtual meeting.

12. Adjournment

It was, MOVED BY: Paul Brunetta THAT the meeting be adjourned at 12:38 p.m. CARRIED.

Delaine McLeod (Chair)

/sb

11/12/2020



Auxiliary Report – January 2021

Emo

The Emo Auxiliary does not meet in January. Happy New Year!

La Verendrye General Hospital

See Attached – December 2020 Report. The LVGH Auxiliary does not meet in January.

Rainycrest

No Report.

Rainy River

No Report.

LAVRENDRYE GENERAL HOSPITAL AUXILIARY

EXECUTIVE MINUTES

DECEMBER 7, 2020

ATTENDANCE: IN PERSON: Linda Booth, Helene Cone, Dolores Fraser, Donna Penney and Brenda Cox

VIRTUAL: Janet Lambert, Marnie Cumming and Diane Glowasky

REGRETS: Cindy Noble, Judy Webster, Lenore Cates, Joy Lockman and Margie Gibson

Meeting was called to order at 1:13 P.M. Auxiliary Pledge was recited.

AGENDA: accepted as distributed

No conflict of interest declared

MINUTES OF PREVIOUS MEETING: Accepted as distributed

TREASURER'S REPORT: Accepted as distributed

CORRESPONDENCE: Riverside Newsletters received

BUSINESS ARISING:

EXECUTIVE VACANCIES: Brenda Cox was welcomed as new Member at Large. Will be sworn in the coming New Year. The Auxiliary still is in need of a Vice President, Treasurer for 2021-22, Foundation Representative and Members at Large. Linda is speaking to a member about the Treasurer position and will meet with the member and our Treasurer to discuss. We have one new knitter and one reactivated knitter from the Newspaper advertising.

FUNDRAISING/SILENT AUCTION: The inhouse Silent Auction ran the week of November 16 to 20. Revenues were \$270 plus a \$2 donation. Expenses were \$17.53. Our cost for items donated was approximately \$35. Total Net Revenue was 224.67. Marnie is looking at other methods of fundraising for the Auxiliary.

AMENDMENT TO AUXILIARY PLEDGE TO FOUNDATION: There is a change to our pledge as the pledge of \$5000 for the Breast Pump was no cost to the Foundation. The Auxiliary has agreed to decrease our pledge in that amount for this year. The total pledge will then be \$20,384.

MOTION: To reduce the Auxiliary Pledge from \$25,384 as agreed in November 2020 to \$20,384 for the year 2020-21. The reason for the decrease is that the Breast Pump valued at \$5000 was a no cost item for the Foundation.

Moved By: Diane Glowasky Seconded by: Helen Cone CARRIED

Linda Booth will contact Allison Cox to arrange for a cheque presentation photo op with the local paper.

SHOP REOPENING: Our optimal goal is a reopening date prior to Christmas 2020. Jan Beazley has agreed to be the liaison between Jody Jewell and the volunteers as regards educating our volunteers on Covid 19 rules. Education materials and questionnaires have been forwarded to those volunteers who have agreed to work. The Shop is awaiting specifics for the volunteers on operations. Unsure if there are enough volunteers to reopen.

NEW BUSINESS

NOMINATING COMMITTEE: Judy Webster will chair the Committee. Linda Booth, Diane Glowasky and Brenda Cox will form the committee. Please advise if you are interested in retaining your position for next year (September 2021 to June 2022). Judy will arrange the first meeting in February.

CHRISTMAS GIFTS: It was agreed to purchase gifts for Allison Cox, Foundation Rep., Sandra Beadle, Admin. Assistant, Maintenance Department and Dietary. Total expense to be approximately \$100. Suggestions and gift ideas were discussed.

DIRECTOR AND COMMITTEE REPORTS

Membership/phoning/e-mail – There were 15 more memberships received in November for a total of 181 members including Life Members.

Gift Shop Committee – The Committee has come together to set up the Shop for reopening. The gift shop has received many new donations from members. There has been a decision to increase prices on layettes and sweater sets to better align with current prices. Marnie will see about ad in Newspaper specifically seeking shop volunteers.

Social – Knox United ladies are not up and running for catering at this time. Due to Covid rules seating would be limited. All luncheons will be on hold until Covid situation resolves.

Advertising and Promotion – no report

Newsletter – Discussion re Winter Newsletter and recommendation that Auxiliary Chair send out Christmas letter to members giving a brief update on activities etc. and wishing them a safe and Merry Christmas.

Lobby Lottery – dormant at this time

Historian – Absent. No report

Sick and Visiting – Four sympathy cards sent to families of recently deceased members

Patient Services – Was contacted by Nurse Supervisor regarding need for more Baby Kits so went to hospital and did up more kits. Wishing everyone a Happy Holiday and all the best in the New Year.

Foundation – position is vacant. No report

Adjourned at 2:30 PM.

Next meeting is February 1, 2021 at 1:00 PM. Meeting Room to be announced.

Linda Booth, President

Janet Lambert, Secretary