

**ALMONTE GENERAL HOSPITAL
MINUTES OF THE BOARD OF DIRECTORS
OPEN MEETING HELD ON
MONDAY, MAY 31 2021
VIA ZOOM CONFERENCE**

PRESENT:

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| √ | Mrs. F. Bird | √ | Dr. U. McGarry |
| √ | Mr. L. Gardiner | √ | Dr. G. McKillop |
| √ | Mr. J. Hann | √ | Mrs. S. Muston |
| √ | Dr. L. Heslop | √ | Mr. D. Perley- Chair |
| √ | Mr. R. Larkin | √ | Mr. M. Vermette |
| √ | Ms. B. Lowry Bagshaw | √ | Mrs. M. Wilson Trider |
| | | √ | Mr. B. Young |

STAFF:

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| √ | Ms. K. Harbord |
| √ | Ms. T. McLelland |
| √ | Mr. R. Shaw |

GUESTS:

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| √ | Mr. A. Roberts |
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| 1.0 | Call to Order |
| | Mr. Perley called the meeting to order at 7:00 pm. |
| 2.0 | Declaration of Conflict of Interest |
| | No conflicts were declared. |
| 3.0 | Reminder to Consider Ethical Issues |
| | Members were reminded to consider ethical issues. |
| 4.0 | Approval of Agenda |
| | IT WAS MOVED AND SECONDED THAT THE AGENDA BE APPROVED. |
| | <u>MOTION CARRIED</u> |
| 5.0 | Chair's Remarks |
| | <p>Mr. Perley addressed the following:</p> <ul style="list-style-type: none"> • Asked Members to use the "Raise Hand" function if they wish to speak • Informed Members that the meeting evaluation survey (in a Survey Monkey link) has been sent to them by Ms. McLelland to be completed after the meeting • Thanked Board Members for the time they devoted to the three Retreat evenings in April as well as the additional committee meetings that have been scheduled • Thanked the Board Members for taking the time to complete the Board Evaluations and providing feedback on opportunities to improve. Invite Mr. Larkin to provide a short report on the results. <p>Mr. Larkin reported the following:</p> <ul style="list-style-type: none"> • He was not surprised that Mr. Perley received incredible results on the Board Chair Survey and congratulated and thanked him for his excellent leadership and noted that numerous positive comments were included. • The Board evaluation results were excellent across all sections and noted the comments referring to the outstanding support from the CEO and Sr. Team |

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| | <ul style="list-style-type: none"> • The Board Self-evaluation results were positive across all sections and thanked the Board members for their dedication. Suggestions for education was noted and will be provided to the Governance & Nominating Committee next year • The Board committee evaluations were also all excellent – no concerns were made. • Mr. Perley thanked Dr. Larkin for his report and thanked the Members for their kind words and the positive evaluation he received. • Mr. Perley invited Mr. Roberts to add to his report and Mr. Roberts provided an update on the events currently scheduled including the Golf Tournament being held in August and the Annual General Meeting being held on June 24th. |
| 6.0 | Consent Agenda Matters |
| | <p>IT WAS MOVED AND SECONDED THAT THE FOLLOWING ITEMS CONTAINED IN THE CONSENT AGENDA BE APPROVED:</p> <ul style="list-style-type: none"> a. Minutes of the March 22, 2021 Board of Directors meetings b. Financial statements for the 12 months ended March 31, 2021 c. Authorization of the Board Chair and CEO to sign the 2020/21 Broader Public Sector Accountability Act Attestation Report d. Authorization of the Board Chair to sign the H-SAA Declaration of Compliance for the period April 1, 2020 – March 31, 2021 e. Updated Chief of Department Job Descriptions f. Physician Credentialing Recommendation <p style="text-align: right;"><u>MOTION CARRIED</u></p> |
| 7.0 | Business arising from the minutes |
| | There was no business arising from the minutes. |
| 8.0 | Matters Requiring Decision |
| | <p>8.1 2020/21 Audited Financial Statements</p> <p>Mr. Gardiner referred to draft 202/21 Audited Financial Statements which were included in the package and noted that the audit went well, that there were no outstanding issues with management and no internal control improvement opportunities identified. The audit opinion contains no qualifications. Mr. Gardiner indicated that there was a surplus from operations of \$512,000 and reviewed some of the highlights.</p> <p>No concerns were raised.</p> <p>IT WAS MOVED AND SECONDED THAT THE AUDITED FINANCIAL STATEMENTS FOR THE 12 MONTHS ENDED MARCH 31, 2021 BE RECOMMENDED TO THE MEMBERS FOR APPROVAL AT THE ANNUAL GENERAL MEETING.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p> |
| | <p>8.2 Auditor for year ending March 31, 2022</p> <p>Mr. Gardiner reported that a discussion was held at the F&A Committee meeting regarding the recommendation of an Auditor for the coming year. It was noted that they are happy with the services of KPMG and recommend re-appointment for the year ending March 31, 2022. No concerns were raised.</p> <p>IT WAS MOVED AND SECONDED THAT RE-APPOINTMENT OF KPMG AS AUDITORS FOR THE CORPORATION FOR THE FISCAL YEAR ENDING MARCH 31, 2022 BE RECOMMENDED TO THE MEMBERS FOR APPROVAL AT THE ANNUAL GENERAL MEETING.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p> |

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| 9.0 | Matters for Discussion |
| | 9.1 Ontario Award for Paramedic Bravery |
| | <p>Mrs. Trider referred to the summary in the CEO & Sr. Team Report and proceeded to read the full award nomination of each recipient. Board Members expressed that they were impressed and proud of the work of the paramedics and a motion was presented to ensure the paramedics receive gratitude from the Board.</p> <p>IT WAS MOVED AND SECONDED THAT A MESSAGE OF CONGRATULATIONS TO GORDON COBUS, BRYAN POLLOCK, THOMAS QUILLIAM AND JANICE STEELE ON RECEIVING THE ONTARIO AWARD FOR PARAMEDIC BRAVERY AND THANKS FOR THEIR SERVICE AND DEDICATION BE SENT ON BEHALF OF THE BOARD.</p> <p style="text-align: right;">MOTION CARRIED</p> |
| | 9.2 2020/21 Corporate Goals Results |
| | <p>Mrs. Trider reviewed the results of the 2020/21 CEO Goals and Objectives noting that updates have been provided throughout the Board year via the CEO/Sr. Team Report and Board workplan schedule. No concerns were raised.</p> |
| | 9.3 Report of the CEO and Senior Team |
| | <p>Mrs. Trider noted that the Report was included in the package. A question was raised regarding how the Hospital can help with the backlog of surgeries. Mrs. Trider reported that in between shut downs management looked at the OR schedule to see if there were any gaps and offered time to surgeons who currently work at AGH and four additional surgeons from Ottawa hospitals were also credentialed to help with the backlog in the city.</p> |
| | 9.4 Quality of Care: Near Miss of the Month |
| | <p>There was no Near Miss of the Month to discuss since the last report.</p> |
| | 9.5 Quality of Care: Compliment/Concern |
| | <p>Mr. Hann shared a concern received from an Emergency Department patient who felt the physician had bad bed-side manner that resulted in an unsatisfactory experience. The Chief of the Emergency Department spoke with the physician and expressed the importance of empathy and proper communication. A discussion was held with the patient who was satisfied with the follow up.</p> <p>Mr. Hann shared positive feedback received from an obstetrics patient who felt she received wonderful care and attention from the amazing nurses and physicians. The patient also sent in items that she had crocheted for the Obstetrics program.</p> |
| 10.0 | Matters for Information |
| | <p>Mr. Perley noted the Board Workplan has been provided for information.</p> |
| 11.0 | Other Business |
| | <p>There was no other business.</p> |
| 12.0 | Next Meeting |
| | <p>The next meeting is scheduled for Wednesday, June 28, 2021 at 6:00 pm followed by the AGM.</p> |
| 13.0 | Statutory Declaration & Adjournment |
| | <p>There being no further business, IT WAS MOVED THAT THE MEETING BE ADJOURNED.</p> <p style="text-align: center;"> </p> <p> Mr. D. Perley, Board Chair Mrs. M. Wilson Trider, Secretary </p> |