

**ALMONTE GENERAL HOSPITAL  
MINUTES OF THE BOARD OF DIRECTORS  
OPEN MEETING HELD ON  
MONDAY, JUNE 24, 2019  
IN THE AGH BOARDROOM**

**PRESENT:**

√	Mrs. F. Bird	√	Mr. R. Larkin - Chair
√	Ms. D. Bremner	√	Ms. B. Lowry Bagshaw
√	Dr. C. Deschenes	√	Dr. U. McGarry
√	Mr. L. Gardiner	√	Mr. D. Perley
√	Dr. L. Heslop	√	Ms. J. Rolph
√	Ms. C. Hobbs	√	Mrs. M. Wilson Trider

**REGRETS:**

X	Dr. M. Leonard	X	Mr. E. Williams
X	Mrs. S. Muston		

**STAFF:**

√	Ms. K. Harbord	√	Mr. A. Roberts - guest
√	Ms. T. McLelland	√	Ms. M. Dillabaugh - guest
√	Mr. R. Shaw	√	

<b>1.0</b>	<b>Call to Order</b>
	Mr. Larkin called the meeting to order at 5:37 pm.
<b>2.0</b>	<b>Declaration of Conflict of Interest</b>
	No conflicts were declared.
<b>3.0</b>	<b>Reminder to Consider Ethical Issues</b>
	Members were reminded to consider ethical issues.
<b>4.0</b>	<b>Approval of Agenda</b>
	<b>IT WAS MOVED AND SECONDED THAT THE AGENDA BE APPROVED.</b>
	<b><u>MOTION CARRIED</u></b>
<b>5.0</b>	<b>Chair's Remarks</b>
	Mr. Larkin addressed the following: <ul style="list-style-type: none"> <li>• Expressed gratitude to Ms. Hobbs for her contributions over the last 7 years on the Board of Directors and noted that tonight was her last meeting.</li> <li>• Noted the Foundation Report and the achievement of raising one million dollars this past year and thanked Mr. Roberts and his team for their continued efforts and support.</li> </ul>
<b>6.0</b>	<b>Consent Agenda Matters</b>
	<b>IT WAS MOVED AND SECONDED THAT THE FOLLOWING ITEM CONTAINED IN THE CONSENT AGENDA BE APPROVED:</b>
	a. Minutes of the May 27, 2019 Board of Directors meeting
	<b><u>MOTION CARRIED</u></b>

<b>7.0</b>	<b>Business Arising from the Minutes</b>
	There was no business arising from the minutes.
<b>8.0</b>	<b>Matters Requiring Decision</b>
	There were no matters requiring decision.
<b>9.0</b>	<b>Matters for Discussion</b>
	<b>9.1 Report of the CEO &amp; Senior Team</b>
	<p>Mrs. Trider noted that the Report was included in the package. A question was raised regarding the email indicating that the LHIN has laid off some positions. Mrs. Trider noted that the CLHIN has started taking steps to support the transition to the Ontario Health agency and as such has rendered two Vice President positions and is now sharing a third with the South East LHIN and by the end of July will be terminating contracts with clinical leaders who have been providing advice and guidance to the LHIN.</p> <p>Mrs. Trider thanked the Board members who participated in the Accreditation meetings with the surveyors and noted that the strength of the Board was pointed out at the wrap up meeting with staff.</p> <p>Mrs. Trider reported that more information is expected in the fall regarding Bill 124 and that no information has been provided regarding the recent cabinet shuffle.</p>
	<b>9.2 Near Miss of the Month</b>
	<p>Ms. Rolph reported that a new campaign has started in the Organization to help promote a safety culture. All staff are now being trained to report near misses. One of the near misses reported occurred at a pre-op clinic at which a patient reviewed her consent form and signed it but did not notice the procedure on form was incorrect as well as on the booking form. While Nurse was reviewing the forms and procedure with the patient she realized that the procedure was incorrect for this patient. The surgeon's office was notified and a new booking form and consent form was issued. Ms. Rolph noted that it was the first time this has happened and no further action was required.</p>
	<b>9.3 Compliment/Concern – Quality Committee</b>
	<p>Ms. Rolph reported that she will occasionally receive complaints regarding the wait time in ER. Ms. Rolph noted that communication is very important and staff are encouraged to inform patients in the waiting room if a trauma arrives or if rooms are full to help explain the wait and if the wait time is expected to be longer. The triage system is also explained if patients still have concerns about the wait or why one person is being seen before them if they arrived after they did.</p> <p>Ms. Rolph shared positive feedback from a patient who was delighted with the wonderful care received from the nurses on the medical/surgical unit who attended to her saying they were dedicated and that she missed the chats she would have with them.</p>
<b>10.0</b>	<b>Matters for Information</b>
	Mr. Larkin noted that the Board Workplan has been included in the package for information.
<b>11.0</b>	<b>Other Business</b>
	There was no other business.
<b>12.0</b>	<b>Next Meeting(s)</b>
	<p>The next meetings are scheduled for:</p> <ul style="list-style-type: none"> <li>• Regular Board of Directors Meeting –September 23 or at the call of the Chair.</li> </ul>
<b>13.0</b>	<b>Adjournment</b>
	<p>There being no further business, <b>IT WAS MOVED THAT THE MEETING BE ADJOURNED.</b></p>
	<p>_____</p> <p><b>Mr. R. Larkin, Board Chair</b></p>
	<p>_____</p> <p><b>Mrs. M. Wilson Trider, Secretary</b></p>

**ALMONTE GENERAL HOSPITAL  
MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS HELD ON  
MONDAY, JUNE 24, 2019  
95 SPRING STREET DINING ROOM  
FOLLOWING THE ANNUAL GENERAL MEETING**

**PRESENT:**

✓	Ms. F. Bird	✓	Ms. B. Lowry Bagshaw
✓	Ms. D. Bremner	✓	Dr. U. McGarry
✓	Dr. C. Deschenes	✓	Mr. D. Perley
✓	Mr. L. Gardiner	✓	Ms. J. Rolph
✓	Dr. L. Heslop	✓	Mr. M. Vermette
✓	Mr. R. Larkin	✓	Mr. B. Young
		✓	Mrs. M. Trider - Secretary

**REFRETS:**

**STAFF:**

X	Dr. M. Leonard		
X	Ms. S. Muston	✓	Mrs. T. McLelland
X	Mr. E. Williams		

<b>1.0</b>	<b>Call to Order</b>
	Mrs. Trider called the meeting to order at 8:30 pm.
<b>2.0</b>	<b>Declaration of Conflict of Interest</b>
	No conflicts of interest were declared.
<b>3.0</b>	<b>Reminder of Ethical Issues</b>
	Members were reminded to consider ethical issues.
<b>4.0</b>	<b>Approval of Agenda</b>
	<b>IT WAS MOVED AND SECONDED THAT THE AGENDA BE APPROVED.</b>
	<b><u>MOTION CARRIED</u></b>
<b>5.0</b>	<b>Matters Requiring Decision</b>
	<b>5.1 Election of Officers – Mrs. Trider</b>
	Mrs. Trider noted that a motion was needed to elect a Chair and Vice Chair of the Board.
	<b>IT WAS MOVED AND SECONDED THAT MR. RANDY LARKIN BE APPOINTED CHAIR AND MR. DAVE PERLEY BE APPOINTED VICE CHAIR OF THE BOARD OF DIRECTORS.</b>
	<b><u>MOTION CARRIED</u></b>
	Mr. Larkin assumed the role of Chair for the remainder of the meeting.
	<b>5.2 Appointment of Committee Chairs and Membership</b>
	Mr. Larkin referred to the recommended appointments to the Committees of the Board.
	<b>IT WAS MOVED AND SECONDED THAT THE BOARD COMMITTEE APPOINTMENTS BE APPROVED AS PRESENTED.</b>

	<b><u>MOTION CARRIED</u></b>
<b>6.0</b>	<b>Other Business</b>
	There was no other business.
<b>7.0</b>	<b>Next Meeting</b>
	The next meeting will be held on September 23, 2019 or at the call of the Chair.
<b>7.0</b>	<b>Adjournment</b>
	There being no further business, <b>IT WAS MOVED THAT THE MEETING BE ADJOURNED.</b>
	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%; text-align: center;"> <hr style="width: 80%; margin: 0 auto;"/> <b>Mr. R. Larkin– Board Chair</b> </div> <div style="width: 45%; text-align: center;"> <hr style="width: 80%; margin: 0 auto;"/> <b>Mrs. M. Trider, Secretary</b> </div> </div>