

Meeting of the Board of Directors

Wednesday, November 4, 2020

3:00pm

Boardroom & WebEx

2020-2021	Oct 7	Nov 4	Dec 2	Feb 3	Mar 3	Apr 7	May 5	Jun 2
P. van der Westen (Chair)	✓	✓						
D. Ross	✓	✓						
L. Ballantyne	✓ W	✓ W						
A. Dale	✓ W	✓ W						
D. Harvey	✓ W	✓ W						
R. Hodgkinson	NA	✓ W						
S. Martyn	✓ W	✓ T						
R. Robertson	✓ W	NA						
M. Vreman	✓ W	✓ W						
Dr. Chehadi	✓	✓ W						
Dr. Mills	✓ W	NA						
Dr. P. Hammond	NA	✓ W						
R. Biron	✓	✓						
K. Davies	✓ W	✓ W						
J. Thorner	✓ W	✓ W						

*W – Denotes joining the meeting via WebEx / *T – Denotes joining the meeting via Telephone

1. Call to Order

Peter van der Westen called the meeting to order at 3:00pm and asked Andrea Kingdon to conduct a roll call.

2. Approval of Agenda

MOTION

MOVED by Richard Hodgkinson, SECONDED by Meaghan Vreman, that the Board of Directors approve the agenda as presented.

CARRIED

3. Quality Improvement Plan Indicators & Definitions – September 2020

Peter van der Westen invited Karen Davies to provide the Board of Directors with a brief review of the Quality Improvement Plan indicators for the month of September 2020. Ms. Davies noted the following:

- Year-to-date all indicators are green, meaning that STEGH is meeting or exceeding the targets that have been set.
- *Did you receive enough information from hospital staff at discharge?*
This metric does not have data available at present, as there is a lag in reporting from National Research Corporation (NRC) Picker Survey responses. Data will be updated when it becomes available.
- *Readmission rate for STEGH COPD discharges readmitted*
July & August 2020 data are not available yet.

4. Declaration of Conflicts of Interest

None declared.

5. Approval of Draft Minutes of Prior Meetings

The October 7, 2020 Board of Directors draft Meeting Minutes were pre-circulated with the Board package for review.

MOTION

MOVED by Amy Dale, SECONDED by Sally Martyn, that the Board of Directors approve the October 7, 2020 Board of Directors draft Meeting Minutes as presented.

CARRIED

6. Committee Reports

6.1 Quality & Safety Committee

6.1.1 Quality & Safety Committee Draft Meeting Minutes (October 15, 2020)

The Quality & Safety Committee draft Meeting Minutes from October 15, 2020, were pre-circulated with the Board package for information purposes.

7. Other Business

7.1 COVID-19 Update - Briefing Note

A COVID-19 Briefing Note was pre-circulated with the meeting materials, which provided an update on key activities provincially, regionally and at the hospital.

Robert Biron reminded the Board that the situation and status of COVID-19 can change rapidly. Mr. Biron went on to state that since the writing of his briefing note, Southwestern Public Health, which covers Elgin and Oxford, has seen an increase in the number of confirmed ongoing positive cases, for a total of 49 people. Mr. Biron shared that the increase in positive cases is linked to an outbreak at a farm. None of the confirmed ongoing positive cases is currently hospitalized.

Mr. Biron shared that the STEGH Incident Management System group meets twice weekly to review the current data and make decisions and/or enact practices based on the data reviewed.

Mr. Biron stated that the one COVID-19 positive patient admitted to the STEGH Intensive Care Unit, as shared in the briefing note, has since been discharged from hospital.

Mr. Biron directed the Board's attention to the recent announcement by the Ministry of Health on the new Response Framework. This framework outlines the new approach to public health measures of how the government would reopen communities across the province. The framework has five levels from green to red and full lockdown (grey).

STEGH received funding and correspondence letters for specific targeted funding for Critical Care. This funding is for opening up a level 3 critical care bed for 6 months (October 2020 to March 2020) to meet the potential demand with the flu season and the pandemic. This funding was for \$250K. STEGH also received funding for the Critical Care Nurse Training program for \$30K.

An additional funding letter was received for the expansion of Computerized Tomography (CT) services because, as a result of the pandemic, Digital Imaging and Surgical services were reduced and/or cancelled and this created a backlog of patients waiting for appointments. This funding will allow for an additional 162 hours of CT service time. This funding was for \$40K.

Finally, Mr. Biron spoke of the letter from the Ontario Hospital Association (OHA) to Minister Phillips regarding the financial impact that COVID-19 is having on hospitals and advocating for the Ministry to begin supporting hospitals financially with pandemic expenses. STEGH received a letter from Ministry of Health to expect funding for operating expenses for May, June & July related to COVID-19 and funding for capital expenses for March and April related to COVID-19.

7.2 Elgin OHT Update

Robert Biron provided the Board with a verbal report on the Elgin OHT sharing the most recent updates. Mr. Biron encouraged the Board to review the Elgin OHT section of his CEO Report to the Board, which was included in the meeting package. Mr. Biron also encouraged the Board to review the Elgin OHT materials that have been saved in sub-folders on the Boardvantage portal.

Mr. Biron stated that the members of the Elgin OHT are deep in the process of completing the full application and that the Steering Committee and the various Sub-Committees are meeting regularly. The Board will be provided with a report on the Elgin OHT and will be looking for Board approval and support for the Full Application in December.

Each of the agencies involved have completed Organizational Profiles and these will be available for Board members to review in the very near future.

8. Officer Reports

8.1 Board Chair Report

Peter van der Westen provided the Board with a verbal report. Mr. van der Westen shared that with the assistance of Melissa Beilhartz, STEGH Communications Manager, he recorded a short video and it has been shared with the staff and physicians to show the Board's appreciation for the work and dedication over the past several months of this pandemic. Andrea Kingdon will share the video link with the rest of the Board following this meeting.

8.2 President and CEO Report

The Officer report for the CEO was pre-circulated with the meeting package.

8.3 Chief of Staff Report

There was no Chief of Staff report for this month.

MOTION

MOVED by Richard Hodgkinson, SECONDED by Dan Ross, that the Board of Directors receive the Officer Reports as presented.

CARRIED

9. Correspondence / Information

9.1 None.

10. In-Camera Meeting

10.1 Move to In-Camera

MOTION

MOVED by Richard Hodgkinson, SECONDED by Sally Martyn, that the meeting of the Board of Directors move to the in-camera portion of the meeting.

CARRIED

Having completed the In-Camera meeting, the meeting resumed in the open session.

11. Termination of Meeting

MOTION

MOVED by Richard Hodgkinson, SECONDED by Amy Dale, that the Board of Directors terminate the meeting.

CARRIED