

# Pembroke Regional Hospital

Board of Directors Meeting

Wednesday, May 24, 2023

5:00 p.m.

In-Person Meeting – Pembroke Regional Hospital, Boardroom, Tower C (C142)

## MINUTES

Attendance	P	R/A	Attendance	P	R/A
<b>Voting Directors</b>			<b>Non-Voting Directors</b>		
David Unrau, Chair	✓		Sabine Mersmann, President & CEO	✓	
Rebecca Paulsen, Vice Chair	✓		Dr. Thomas Hurley, Chief of Staff	✓	
Dean Sauriol, Vice Chair	✓		Dr. Margarita Lianeri, President of Professional Staff	✓	
Richard Wilson, Past Chair	✓		Beth Brownlee VP Clinical and Support Services / CNE	✓	
Amy Sicoli, CHSO Designate	✓		<b>Resources (Non-Voting)</b>		
Suli Adams	✓		Scott Coombes	✓	
Daniel Burke		✓	Melanie Henderson	✓	
Kim Drake	✓		Carolyn Levesque	✓	
Matthew Neadow	✓		<b>Recorder</b>		
Neil Nicholson		✓	Sarah Mellish	✓	
Lisa Edmonds, Foundation Chair	✓				
Diana Gagné, President of Hospital Auxiliary	✓				

Agenda Items	Action
<b>1.0 Board Education Session – Mental Health Services and Schedule 1 Designation</b>	Mireille Delorme, Director of Mental Health Services and Melanie Henderson, VP Clinical and Support Services, Partnerships and Integration provided the Board with a presentation on our Mental Health Services Program and our project to obtain Schedule 1 designation under the Ontario Mental Health Act and associated funding for our Acute Mental Health unit which will enable us to provide acute care for patients requiring admission, either on a voluntary or involuntary basis.
<b>2.0 Call to Order</b> 2.1 Opening Prayer 2.2 Land Acknowledgement	David Unrau called the meeting to order at 5:52 p.m.  Amy Sicoli led the Board in an opening prayer followed by the Land Acknowledgement Statement read by David Unrau.
<b>3.0 Adoption of Agenda</b> <b>Motion 1</b>	<b>Moved by Richard Wilson, seconded by Rebecca Paulsen, that the agenda of the May 24, 2023 Board meeting be accepted as presented.</b>  <b>CARRIED</b>
<b>4.0 Declaration of Conflicts of Interest</b>	A call for declarations of conflicts of interest was made. No conflicts of interest were declared.

<p><b>5.0 President and CEO's Report</b></p> <ul style="list-style-type: none"> <li>• Connecting with the CEO</li> <li>• Volunteer Celebration</li> <li>• Celebrating Nursing Week</li> <li>• Physician Lounge Opens</li> <li>• Heroes Run for Healthcare</li> <li>• Auxiliary Fashion Show Success</li> </ul>	<p>On April 6<sup>th</sup>, we launched “Connecting with the CEO”, a new weekly communication tool that provides first-hand information to staff and physicians on a variety of current and timely topics. The message is shared via email and through the Hospital's closed Facebook group – The Loop. Depending on the topic, some of these messages are also shared more broadly through our public social media channels and we have created a recognizable banner for these posts.</p> <p>The Hospital's annual Volunteer Appreciation Dinner is back for a special in-person dinner and celebration at the Clarion Hotel on May 25, 2023 and everyone is welcome to attend.</p> <p>As part of our expanded celebration of various holidays and professional group recognition dates, National Nursing Week was celebrated May 8<sup>th</sup> to 14<sup>th</sup> with a muffin and beverage offering for all staff on May 12<sup>th</sup> in recognition of National Nursing Week and Canada Health Day.</p> <p>As part of the recent May 1<sup>st</sup> Doctors' Day celebrations, members of the Professional Staff Association thanked the Senior Leadership Team and the many departments involved in helping to officially open the new Physician Lounge. Located on the 1<sup>st</sup> Floor of Tower A across from the Foundation Office, the space has already received positive feedback and is being used regularly by physicians.</p> <p>The Foundation and many members of the leadership team were thanked for a very successful Heroes Run for Healthcare event that took place on May 6, 2023 with over 360 participants. The event raised over \$46,000.</p> <p>The PRH Auxiliary's Sunshine Gift Shop hosted a successful “Unleash Your Spring Fashionista Fashion Show” on April 28, 2023 at Our Lady of Lourdes Church Hall. As part of the evening's program, the Auxiliary presented a total of \$28,000 to the Hospital representing another payment towards their \$500,000 commitment in support of the Orthopedics Program and improvements to the Hospital's inpatient Surgical Unit.</p>
<p><b>6.0 Business/Committee Matters – Generative Discussion</b></p> <p>6.1 Resource and Audit Committee – Verbal Report of Meeting Held May 23,</p>	<p>Dean Sauriol and Scott Coombes provided the Board with a verbal report of the Resource and Audit</p>

<p>2023</p>	<p>Committee meeting held May 23, 2023. The Committee received an informative presentation from Auditor, Oscar Poloni of KPMG who also walked the Committee through the audited financial statements and any key issues. It was noted that there is a significant deficit being reported of over \$5 million largely due to the retroactive payments required from Bill 124. ONA staff will be receiving their retroactive pay amounts next month and CUPE and Non-Union will be paid in the future. The other liability includes pay equity for ONA staff which is estimated to be approximately \$1.3 million of the deficit amount. It was noted that we are in line with other Hospitals in reporting a large deficit amount.</p> <p>A discussion was held on if there is any risk to the Board in reporting a deficit of this amount and it was explained that there has been a lot of conversations concerning this amongst the hospitals and with the Ontario Hospital Association. PRH is not unique in its current situation and hospitals are continuing to be guided by the OHA on next steps. It is expected that funding letters will be released in the next couple of weeks which will provide more clarity moving forward. It was confirmed that Sabine Mersmann has been in discussions with our local MPP, John Yakabuski, and he is aware of the current financial concerns.</p> <p><b>Motion 2</b> Moved by Richard Wilson, seconded by David Unrau, that the Board of Directors accepts the recommendation of the Resource and Audit Committee and approves that the Audited Financial Statements for the year ending March 31, 2023 and recommends that the audited financial statements be received by the Board of the Catholic Health Sponsors of Ontario as the Members.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>Motion 3</b> Moved by Richard Wilson, seconded by Matthew Neadow, that the Board of Directors accepts the recommendation of the Resource and Audit Committee and approves that KPMG be appointed as the auditor for Pembroke Regional Hospital for the fiscal year ended March 31, 2024, and be approved by the Board of the Catholic Health Sponsors of Ontario as the Members.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>Motion 4</b> Moved by Lisa Edmonds, seconded by Matthew Neadow, that the Board of Directors accepts the recommendation of the Resource and Audit Committee and accepts the “Supplementary</p>
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	<p><b>Statement of Operations for the Year Ended March 31, 2023” that outlines the revenue and expenses for each of our funded programs.</b></p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>7.0 Strategic Matters – Generative Discussion</b></p> <p>7.1 CHSO Annual General Meeting – CEO and Chair Report and Elements of Mission Fidelity Self-Assessment</p> <p style="text-align: right;"><b>Motion 5</b></p> <p style="text-align: right;"><b>Motion 6</b></p> <p>7.2 Update from OHA Health Care Leadership Summit – Sabine Mersmann and David Unrau</p> <p>7.3 CHSO “Care for All” Webinar – <i>“Dying Well in Long-Term Care”</i></p>	<p>Sabine Mersmann explained that each year, there is a requirement for hospitals under the sponsorship of the Catholic Health Sponsors of Ontario (CHSO) to provide a report for their Annual General Meeting. This year, the CHSO also requested an updated Elements of Mission Fidelity document to be submitted with the report. Both documents were attached to the package for the Board’s review/approval and for opportunity for discussion and any questions.</p> <p><b>Moved by David Unrau, seconded by Rebecca Paulsen, that the Board of Directors approves that the Annual Report to the Catholic Health Sponsors of Ontario (CHSO) be accepted as presented and submitted for the Annual General Meeting.</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>Moved by Lisa Edmonds, seconded by Amy Sicoli, that the Board of Directors approves that the Elements of Mission Fidelity Self-Assessment be delivered to the Board of Catholic Health Sponsors of Ontario as presented.</b></p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Sabine Mersmann and David Unrau provided the Board with a <u>presentation</u> on the highlights of the recent OHA Health Care Leadership Summit they both attended. It was noted that some of the messages from the Summit will be brought forward to the Strategic Planning Committee when discussing the retreat in the fall.</p> <p>As part of the Board’s Formation education, the CHSO has been providing webinars as part of its new “Care of All” series. The most recent webinar was titled “Dying Well in Long-Term Care”. A generative discussion was held on the webinar by those who were in attendance.</p>
<p><b>8.0 Consent Agenda</b></p>	<ul style="list-style-type: none"> <li>• Verified the Board minutes of April 26, 2023</li> <li>• Received the minutes from the Medical Advisory Committee meeting held May 17, 2023</li> </ul>

and approved the following motions:

- that the Board of Directors accepts the recommendation of the Medical Advisory Committee and approves the following new Term applications:

New Term Applications

Dr. Choudhri, Omer – Critical Care / ICU  
Dr. Pourabdollah, Maryam – Hematology (PRH Lab Director)  
RM Chartrand-Hudson, Emily – OBS & GYNE (Midwifery)

- that the Board of Directors accepts the recommendation of the Medical Advisory Committee and approves the following Courtesy applications:

New Courtesy Application

Dr. De Jesus, Anthony – Family Medicine (Surgical Assist)

- that the Board of Directors accepts the recommendation of the Medical Advisory Committee and approves the following Term reapplications:

Term Reapplications

Dr. Peddle, Shauna – Hospitalist Medicine  
Dr. Tran, Alexandre – Surgery / Critical Care

- Received the minutes from the Board Governance Committee meeting held May 1, 2023 and approved the following motions:
  - that the Board of Directors accepts the recommendation of the Board Governance Committee and elects Davis Unrau to the position of Board Chair for the 2023/24 year subject to the approval by the Members of the Corporation (CHSO).
  - that the Board of Directors accepts the recommendation of the Board Governance Committee and elects Rebecca Paulsen to the position of Board Vice Chair for the 2023/24 year subject to the approval by the Members of the Corporation (CHSO).
  - that the Board of Directors accepts the

		<p>recommendation of the Board Governance Committee and elects Dean Sauriol to the position of Board Vice Chair for the 2023/24 year subject to the approval by the Members of the Corporation (CHSO).</p> <ul style="list-style-type: none"> <li>Received the minutes of the Board Quality and Patient Safety Committee meeting held May 2, 2023</li> <li>Received the Foundation Report</li> <li>Received the Auxiliary Report</li> </ul>
<b>9.0 <u>Open Forum</u></b>		<p>A question was raised regarding the status of our Accreditation designation. It was noted that PRH has received confirmation that it has been Accredited however it is currently in the appeal process regarding the decision surrounding being Accredited with Commendation or Exemplary standing. Supporting information has been provided to Accreditation Canada and a decision should be received in a number of weeks. The Board will be made aware of the decision once it is received and further communication will be done at that time.</p>
<b>10.0 <u>Next Meeting</u></b>		<p><i>Next Board Meeting on Wednesday, June 28, 2023 at 5:00 p.m. – Boardroom, Tower C (C142)</i></p>
<b>11.0 <u>Adjournment</u></b>	<b>Motion 7</b>	<p><b>Motion to adjourn by Matthew Neadow at 7:07 p.m.</b> <b>CARRIED</b></p>

  
D. Unrau, Board Chair

  
S. Mersmann, President & CEO