

MINUTES

Board of Directors Meeting
Wednesday, November 29, 2023
5:00 p.m.

Pembroke Regional Hospital, Boardroom, Tower C (C142)

Attendance					
P = Present R = Regrets					
Voting Directors	P	R	Non-Voting Directors	P	R
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	✓		Resources (Non-Voting)		
Suli Adams	✓		Scott Coombes	✓	
Daniel Burke	✓		Melanie Henderson	✓	
Clay Deighton	✓		Brent McIntyre	✓	
Kim Drake	✓		Carolyn Levesque	✓	
Matthew Neadow	✓		Recorder		
Neil Nicholson	✓		Sarah Mellish	✓	
Les Scott	✓		Guests for EPIC Presentation		
Lisa Edmonds, Foundation Chair	✓		Cameron Love, President and CEO of The Ottawa Hospital	✓	
Diana Gagné, President of Hospital Auxiliary	✓		PRH Directors – Laurie Menard, Peter Payton, Martin Burger, Michelle Godsell, Mike Godbout, Lisa Bradley	✓	

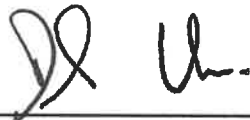
	Agenda Items	Minutes
1.0	Board Education Session	
1.1	Electronic Medical Record System (EPIC) – Cameron Love, President and CEO of The Ottawa Hospital	<p>Cameron Love, President and CEO of The Ottawa Hospital, provided the Board with an overview of TOH's experience with Epic, the Hospital Information System that we are looking to invest in as our new Electronic Medical Record. Mr. Love noted the importance of having an integrated system for the future of healthcare as well as for cyber security management.</p> <p>It was confirmed that, while there are some structures and processes in each organization that are different, all training modules that are a part of the roll-out plan are standardized with support structures provided.</p> <p>Regarding communications, it was noted that the more communication internally, the better. For example, daily updates tailored to specific groups (i.e. physicians, nurses, etc.) are beneficial as well as having super users available for each department.</p>

2.0	Call to Order	David Unrau called the meeting to order at 5:34 p.m.
2.1	Opening Prayer	Amy Sicoli led the Board in an opening prayer.
2.2	Land Acknowledgement	The Land Acknowledgement Statement was read by David Unrau.
3.0	Adoption of Agenda Motion 1	Moved by Kim Drake, seconded by Les Scott, that the agenda of November 29, 2023 be accepted as presented. CARRIED
4.0	Declaration of Conflicts of Interest	A call for declarations of conflicts of interest was made. No conflicts of interest were declared.
5.0	President and CEO's Report	
	<ul style="list-style-type: none"> • OHA Medium Size Hospital Committee Meeting • Delegations to Municipal and County Councils • Unpacking Health Acronyms – A Resource • Take Our Kids to Work Program 2023 	<p>Sabine Mersmann attended a meeting of the Ontario Hospital Association's Medium Sized Hospital Committee on October 18th in Toronto where it was apparent that all medium sized hospitals have similar concerns around physician specialists and funding. Connections have been made with some hospitals of similar size and service and meetings are being held to learn from each other.</p> <p>Sabine Mersmann and Scott Coombes have been asking surrounding municipalities for dates and times for a delegation to council to present the plan for our new Hospital Information System and to ask for their consideration to assist in its funding.</p> <p>The Board was provided with a useful resource which was developed by the Ottawa Valley Ontario Health Team titled "Unpacking Health Acronyms".</p> <p>On November 1, 2023, Pembroke Regional Hospital hosted 16 grade 9 students who participated in a full-day curriculum offering a glimpse into some of the careers available in health care as part of Take Our Kids to Work Day. Supported by staff and management, the program included clinical unit tours, tours in our Food Service and Housekeeping areas, and presentations by Occupational Health and Safety and Human Resources.</p>
	<ul style="list-style-type: none"> • Fall Edition of Community Connection • Christmas 2023 Celebrations 	<p>The Fall 2023 edition of our public newsletter has been posted on our website and social media sites and has been circulated to the broader community via Canada Post.</p> <p>A Christmas Breakfast for all staff and physicians will be held in December as well as some fun-filled theme days. We have also partnered with the OPP to sponsor 49 Christmas "Angels" in the community.</p>

6.0	Patient Story	Melanie Henderson provided the Board with an overview of a patient story.
7.0	Strategic Matters – Generative Discussion	
7.1	Electronic Medical Record Update	<p>Scott Coombes provided the Board with a <u>presentation</u> on the “Hospital Information System (HIS) Investment Business Case for Epic Implementation”.</p> <p>A discussion was held on the importance of this investment and how it is not possible to delay any longer. This investment will benefit patients, physicians and staff and will allow the Hospital to stay competitive for recruitment purposes.</p> <p>A discussion was held on the possibility of integrating primary care physicians and family health teams with our instance of Epic and it was noted that this will be further discussed and considered in the future. This will not change anything moving forward following any decision made this evening and would be at an added cost. This will be further discussed at future Board meetings.</p> <p>This investment will have a large financial impact for the organization. The Hospital will have the support of the PRH Foundation and will be looking at other options such as contributions from local townships/government and the disposal of hospital assets.</p> <p style="text-align: center;">Motion 2</p> <p>Moved by Richard Wilson, seconded by Dean Sauriol, that the Board of Directors accepts the recommendation of the Resource and Audit Committee and approves that the hospital proceed with an Epic Hospital Information System (HIS) implementation, requiring a one-time investment of up to \$17.3M subject to the approval of the Members of the Corporation (CHSO).</p> <p style="text-align: right;">CARRIED</p>
8.0	Business/Committee Matters – Generative Discussion	
8.1	Strategic Planning Update Following Retreat	Sabine Mersmann provided the Board with an <u>update</u> from the Strategic Planning Retreat that was held November 24 th and 25 th . The Board agreed that it was time well spent and is looking forward to seeing the draft plan that is developed.
8.2	CHSO Care for All Webinar – “Harm Reduction in Catholic Health and Social Services?”	As part of the Board’s Formation education, the CHSO is continuing to provide webinars as part of its “Care for All” series. The most recent webinar was titled “Harm Reduction in Catholic Health and Social Services”. A

		<p>generative discussion was held on the webinar by those who were in attendance.</p> <p>The next webinar will be held on December 1, 2023 and everyone is welcome to participate. A discussion will follow at the next Board meeting.</p>
9.0	Consent Agenda	
9.1	<p>Board of Directors</p> <ul style="list-style-type: none"> • Verification of Regular Minutes of September 27, 2023 	<ul style="list-style-type: none"> • Verified the Board Minutes of September 27, 2023
9.2	<p>Medical Advisory Committee</p> <ul style="list-style-type: none"> • Minutes from the meeting held October 18th and November 15th, 2023 	<ul style="list-style-type: none"> • Received the minutes from the Medical Advisory Committee meetings held October 18 and November 15, 2023 and approved the following motion: <ul style="list-style-type: none"> • that the Board of Directors accepts the recommendation of the Medical Advisory Committee and approves the following new Term applications: <p style="margin-left: 40px;"><u>New Term Applications</u> Dr. Alzain, Khalid – Internal Medicine Dr. Cortel-LeBlanc, Miguel – Critical Care (ICU) Dr. Crittenden, James – Emergency Medicine (Zone B/Flow) Dr. Offiah, Chika – Internal Medicine</p>
9.3	Board Quality and Patient Safety Committee	<ul style="list-style-type: none"> • Received the minutes from the Board Quality and Patient Safety Committee Meeting held November 7, 2023
9.4	Board Executive Committee	<ul style="list-style-type: none"> • Received the minutes from the Board Executive Committee meeting held November 22, 2023
9.5	<p>Resource and Audit Committee</p> <ul style="list-style-type: none"> • Minutes from the meeting held October 25, 2023 and November 22, 2023 	<ul style="list-style-type: none"> • Received the minutes from the Resource and Audit Committee meetings held October 25 and November 22, 2023 and approved the following motion: <ul style="list-style-type: none"> • that the Board of Directors accepts the recommendation of the Resource and Audit Committee and approves a 3.5% inflation adjustment for Non Union Staff (other than Senior Leadership), effective April 1, 2023.

9.6	CHSO Report	<ul style="list-style-type: none"> Received the CHSO Report
9.7	Foundation Report	<ul style="list-style-type: none"> Received the Foundation Report
10.0	Open Forum	There were no items brought forward for discussion during the open forum.
11.0	Next Meeting	<i>Next Board Meeting on Wednesday, January 24, 2023 at 5:00 p.m. – Boardroom, Tower C (C142)</i>
11.1	Board Committee Meetings Calendar	The Board Committee Meetings Calendar was attached for information.
11.2	Attendance Record	The attendance record was attached for information.
12.0	Adjournment	Motion 3 Motion to adjourn by Kim Drake at 6:36 p.m. CARRIED



D. Unrau, Board Chair



S. Mersmann, President & CEO