

**MINUTES OF THE ALLIED BOARDS OF DIRECTORS
MEETING HELD ON
TUESDAY, NOVEMBER 28 2023 AT 7:00 PM
CPDMH BOARDROOM – 211 LAKE AVE E, CARLETON PLACE**

PRESENT:

√	A. Bennett	√	G. McKillop
√	A. Champagne	√	T. Moffa
√	C. A. Esnard	√	S. Pirie
√	J. Fournier	√	G. Smith
√	L. Gardiner	√	S. Snow
√	R. Larkin	√	M. Vermette
√	L. Learmonth	√	M. Wilson Trider
√	B. Lowry Bagshaw		

REGRETS:

X	G. Buckley	X	D. Oosterhoff
X	B. Harvey	X	R. Probert
		X	B. Young

STAFF:

√	S. Cousineau	√	Linda McGreevy, CPDMH Foundation Chair
√	K. Harbord	√	Al Roberts, AGH Foundation Managing Director
√	T. McLelland		
√	R. Shaw		

GUESTS:

1.0 Call to Order

The meeting resumed at 7:00 pm.

2.0 Approval of Agenda

IT WAS MOVED AND SECONDED THAT THE AGENDA BE APPROVED.

MOTION CARRIED

3.0 Chair's Remarks

The Chair addressed the following:

- Welcomed Al Roberts and Linda McGreevy to the meeting
- Noted the passing of Al Potvin who served as a member of the AGH/FVM Foundation's Board of Directors. A. Potvin dedicated countless hours volunteering in support of the Hospital and Manor, supported the Foundation through personal generosity as well as actively participating in special events, including the Whiskey Tasting Event which raised funds for diagnostic equipment at AGH
- Congratulated the CPDMH Foundation Team who won the Carleton Place & District Chamber of Commerce Business Award for Team of the Year/Employee category.
- Congratulated L. McGreevy who received the Lanark County Awards of Excellence for Volunteerism on November 8th and Thomas Cavanaugh Construction Ltd who won the award in the Philanthropy category.
- Reminded Directors to complete their meeting evaluation which T. McLelland will be sending out after the meeting
- Thanked the AGH Foundation Board for approving the first transfer of money for the CT Scan renovations and equipment.
- Invited A. Roberts to provide additional information regarding the AGH Foundation: A. Roberts

	<p>noted that the Christmas appeal to donors has been launched with letters in the mail. Confirmed that both foundations use Donation Platform Security called Donor Perfect that is encrypted, PCI compliant and includes Capta when donating online.</p> <ul style="list-style-type: none"> Invited L. McGreevy to provide additional information regarding the CPDMH Foundation: L. McGreevy noted that today is Giving Tuesday and that the CPDMH Capital Campaign ends December 31, 2023 to have your signature around the elevator door or name on the door wall.
4.0	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 Allied Boards of Directors Meeting held September 26, 2023 b. AGH Financial Statements for the six month period ended September 30, 2023 c. CPDMH Financial Statements for the six month period ended September 30, 2023 d. Updated Policy I-1 Strategic Planning e. Updated Policy II-4 CEO Performance Evaluation <p style="text-align: right;"><u>MOTION CARRIED</u></p>
5.0	Business Arising from the Minutes
	There was no business arising from the minutes.
6.0	Matters Requiring Decision
	There was no business requiring decision.
7.0	Matters for Discussion
	7.1 Clinical Services Plan Update
	<p>M. Wilson Trider provided a presentation on the status of the Clinical Services Plan indicating areas that were complete, making progress and those not meeting the timelines. Questions were raised regarding the OB program, current cap on midwife births and volume of FM/OB physicians.</p> <p>A discussion was held regarding the lack of transportation options in order to help get patients from site to site.</p>
	7.2 Corporate Goals Update
	M. Wilson Trider provided a presentation on the status of the Corporate Goals reviewing those which were met, on target and not yet met. No concerns were raised.
	7.3 Quality Improvement Plan Update
	L. Learmonth provided an update on the Quality Improvement Plan. Questions were raised and answered.
	7.4 Report of the AGH Chief of Staff
	G. McKillop reported that AGH COS Report was included in the package for information. A question was raised regarding prevalence of COVID in the community and G. McKillop responded by encouraging everyone to get vaccinated.
	7.5 Report of the CPDMH Chief of Staff
	A. Champagne reported that CPDMH COS Report was included in the package for information. No questions were raised.

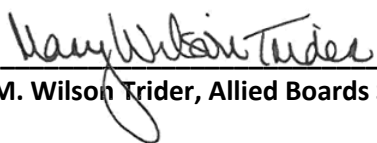
	<p>7.6 Report of the CEO & Senior Team</p> <p>M. Wilson Trider noted that the Report was included in the package.</p> <p>L. Learmonth provided an update that FVM had a COVID outbreak declared on November 11 and has since been declared over. There was a significant improvement in spread of the virus as only 10 residents were impacted over two units and only two staff. Masking and proper PPE have been working.</p> <p>L. Learmonth reported that there are six COVID positive patients on the M/S unit at CPDMH and five are in isolation. It was further explained that an outbreak is declared depending on how patients have acquired COVID. If it was spread while in the hospital (internal transmission) then an outbreak is declared.</p> <p>R. Shaw informed the Directors that tours of the new ED are going to be offered on December 15 in groups of 25 for staff, physicians and Board Directors. A second date will be scheduled for the Campaign Cabinet and Foundation Directors. An email will be sent with details on how to sign up.</p> <p>A question was raised regarding the status of the LCPS base in Almonte and the flood at AGH. R. Shaw reported that LCPS is still using space at the Fire Department but that a trailer has been rented to give them more space. Discussions are still being held with the insurance company about a settlement. Expansion of the base as part of the reconstruction is being considered however discussion will be needed with County Council as the County would have to pay for it. R. Shaw also explained that R. Shaw and the Manager of Facilities are working with the insurance company and the Town of Mississippi Mills Public Works Department and AGH’s plumbing company to continue investigating the flooding issue. No root cause has been found as of yet therefore restoration of the area is on hold.</p>
	<p>7.7 Quality of Care – Good Catch</p> <p>The Vice President Patient & Resident Services and Chief Nursing Executive L. Learmonth noted the Good Catch included in the package.</p>
	<p>7.8 Quality of Care - Patient Compliment/Concern</p> <p>L. Learmonth read from a concern received from a patient who went to Diagnostic Imaging Department for an external exam and after a suggestion from staff agreed to an internal pelvic ultrasound performed by the Diagnostic Imaging student. The patient noted pain and swelling after the exam and upon follow up with their family physician results for infection showed up negative.</p> <p>The patient questioned the care provided by the student. The manager reached out to speak to them, the patient did not feel like the manager was being responsive. The complaint was escalated to L. Learmonth who followed up with the patient and answered many questions which eventually alleviated their concerns.</p> <p>L. Learmonth shared a compliment from a patient on the AGH medical surgical unit who wished to thank the entire staff, nurses, physicians, dietary, PSW’s, physio and housekeeping who helped make their stay seem like a restful holiday. The patient sent in treats to thank everyone.</p>
<p>8.0</p>	<p>Matters for Information</p>
	<p>The Chair noted and thanked S. Snow for the Education Report from the OHA Governance Essentials for New Directors Course which S. Snow attended virtually.</p> <p>The Chair noted that the Board Work plan was included for information</p>
<p>9.0</p>	<p>Other Business</p> <p>T. McLelland, R. Shaw, K. Harbord, S. Cousineau, L. Learmonth, A. Champagne, G. McKillop, L. McGreevy and A. Roberts left the meeting.</p>

	<p>9.1 Elected Members Discussion with CEO</p> <p>IT WAS MOVED AND SECONDED THAT THE MEETING MOVE IN-CAMERA.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p> <p>The Directors continued an in-camera discussion with M. Wilson Trider. No minutes were recorded. M. Wilson Trider left the meeting.</p> <p>9.2 Elected Members Only Discussion</p> <p>The Directors continued the in-camera discussion. No minutes were recorded.</p> <p>IT WAS MOVED AND SECONDED THAT THE MEETING MOVE OUT OF IN-CAMERA.</p> <p style="text-align: right;"><u>MOTION CARRIED</u></p>
10.0	<p>Next Meeting /Adjournment</p> <p>The next meeting will be held on January 23, 2024.</p> <p>IT WAS MOVED THAT THE MEETING BE ADJOURNED.</p>

Approved Minutes signed by:



L. Gardiner, Allied Boards Chair



M. Wilson Trider, Allied Boards Secretary