



## **Board of Directors In Camera Meeting Agenda**

Date: Thursday, June 19, 2025  
Time: 9:00am - 12:00pm  
Location: Boardroom / Microsoft Teams

Time	Agenda Item	Attachment
<b>11:10</b>	<b>1. Call to Order (Dr. S. Robertson)</b>	
(1 min)	1.1 Confirmation of Quorum	
(1 min)	1.2 Adoption of the agenda	P. 1
(1 min)	1.3 Declaration of Conflict of Interest	
<b>11:13</b>	<b>2. Minutes (Dr. S. Robertson)</b>	
(1 min)	2.1 Approval of previous meeting minutes - May 22, 2025	P. 2-3
(1 min)	2.2 Business arising from minutes	
<b>11:15</b>	<b>3. Matters for Discussion/Decision</b>	
(5 min)	3.1 Foundation Update	
<b>11:20</b>	<b>4. Consent Agenda</b>	
(1 min)	4.1 Draft MAC Report	P. 4-9
	<b>THAT the Board of Directors approve and receive all documents as presented in the consent agenda.</b>	
<b>11:21</b>	<b>5. Adjournment (Dr. S. Robertson)</b>	

## MINUTES OF THE IN CAMERA MEETING OF THE BOARD OF DIRECTORS

Date	Thursday, May 22, 2025		
Time	9:00-12:00		
Location	Boardroom / Microsoft Teams		
Present:	Dr. S. Robertson, Chair	L. Boyling, Vice-Chair	Dr. R. Cardinal
	F. Wetering	W. Rozon	G. Peters
	H. Salib	F. Desjardins	Dr. G. Raby
	C. Nagy	C. Larocque	Dr. L. MacKinnon, COS
	R. Alldred-Hughes, CEO	K. MacGillivray, CHRO	
Regrets:	L. Ramsay, CFO	R. Romany, CNE	G. McDonald

### 1. Call to Order

Dr. S. Robertson, Chair, called the meeting to order at 11:19 AM.

#### 1.1. Quorum

A quorum was present.

#### 1.2. Adoption of the Agenda

The agenda was reviewed.

Moved By: C. Larocque

Seconded By: R. Cardinal

THAT the agenda be adopted as presented.

**CARRIED**

#### 1.3. Declaration of Conflict of Interest

There were no conflicts of interest declared at this time.

### 2. Minutes

#### 2.1. Approval of the Minutes

The minutes of the last meeting held on April 24, 2025, were presented.

Moved By: L. Boyling

Seconded By: F. Desjardins

THAT the minutes of the meeting held on April 24, 2025, be approved as presented.

**CARRIED**

#### 2.2 Business Arising from the Minutes

There was no business arising from the minutes.

**3. Matters for Discussion/Decision**

**3.1 Foundation Updates (Dr. S. Robertson)**

Updates were provided on the Foundation including the revamp of the Foundation website, a donation of \$500,000 which was received from an estate, and the return of the 50-50 draw.

**4. Consent Agenda**

The following were included in the meeting package under consent agenda and reviewed by members prior to the meeting:

**4.1 Draft MAC Report**

Moved By: C. Larocque

Seconded By: C. Nagy

THAT the Board of Directors approve and receive all documents as presented in the consent agenda.

**CARRIED**

**6. Closing Remarks & Adjournment**

The meeting adjourned at 11:27 AM.

K-L. Massia, Recording Secretary

## MAC Minutes

### MINUTES OF THE MEDICAL ADVISORY COMMITTEE MEETING

*June 3, 2025, at 12:00pm*

*MS TEAMS*

Present: Dr. L. MacKinnon Dr. D. Read R. Alldred-Hughes, CEO  
R. Romany, CNE

Absent: Dr. S. Farmer (V) Dr. D. Peffer Dr. C. McCudden

#### **CALL TO ORDER**

The meeting was called to order at 12:02 p.m.

#### **1.1 Quorum**

A quorum was attained.

#### **1.2 Adoption of Agenda**

The agenda was adopted as presented with the following changes:

Defer 3.3 ER P4R Patient Flow Update

4.7 Process: ECG 2<sup>nd</sup> Readings

Motioned by: Dr. D. Read

Seconded by: Dr. L. MacKinnon

THAT the Medical Advisory Committee approve the agenda as presented with the noted changes.

**CARRIED**

#### **1.3 Declaration of Conflict**

No conflict of interest declared.

#### **REPORT OF THE LAST MEETING**

##### **2.1 Approval of the Minutes**

The minutes of the last meeting held on May 6, 2025, were included in the package and approved as presented.

Motioned by: Dr. D. Read

Seconded by: Dr. L. Mackinnon

THAT the Medical Advisory Committee approve the previous meeting minutes as presented.

**CARRIED**

#### **STANDING ITEMS**

##### **3.1 Attendance Summary**

The attendance summary provided in the package was reviewed and discussed with no additional changes required.

## MAC Minutes

### 3.2 Physician HR Plan

The 2024-2025 Physician HR Plan remains the same with recruitment efforts focused on the following:

Key Points:

- **Inpatient Unit:** Two positions (part-time and locum) have been reposted with updated format including more about us and where we are located: internally, HFO Jobs, and local Universities. May 23rd posted 5 vacant locum weeks individually: internally, HFO Jobs, HGMH website.
- **Emergency Department:** Two positions (part-time and locum) have been reposted with updated format including more about us and where we are located: internally, HFO Jobs, and local Universities.

Dr. Farmer and K. Duval recently interviewed a physician from Quebec who has expressed interest in part-time Emergency Department coverage. Although he is not yet registered with the College of Physicians and Surgeons of Ontario (CPSO), he is actively applying and has received our credentialing package. He is motivated to complete the process and is aiming to begin work with us by September.

- **Medical Learners:**  
*May 26-30, 2025* ~ two (2) 1st year students from Ottawa University with good feedback from the students.  
*June 2-6, 2025* ~ two (2) 1st year students from University of Toronto are currently completing their placement with us this week.
- The first **Workforce Attraction and Recruitment Working Group** meeting is scheduled for June 9th. This group is focused on recruitment strategies targeting healthcare professionals locally, provincially, and internationally. This group will analyze survey results to identify needs, priorities, and opportunities, and may collaborate with the Interprofessional Primary Care Team if funding is awarded to support primary care attachment.

A discussion was had about a backup plan for the upcoming vacant weeks on the inpatient unit.

### 3.3 ER P4R Patient Flow Update

Defer.

A discussion was held regarding the upcoming AFA agreement and its potential impact on the current P4R shifts. Further discussions will take place once site-specific details are made available.

### 3.4 MAID update

Nothing new to report at this time.

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### 3.5 Quality/Patient Experience (Quarterly)

Defer to September.

### 3.6 ED Return Visit Quality Program (EDRVQP)

Dr. MacKinnon reports that the chart audits are currently pending due to HGMH not yet having access to the portal. This remains an active item on her radar. R.J. Jarencio and K. Duval are looking into getting this access as soon as possible.

## **BUSINESS ARISING**

### 4.1 Rehab Coverage Update

Dr. MacKinnon reported that Dr. Millman expressed potential interest in covering Rehab only; however, she was unavailable during the vacant weeks. She is not willing to cover any Acute care. We will follow up with the Acute care physicians regarding rehab coverage during this period.

### 4.2 Physician Recruitment

This was discussed during the HR Plan above.

### 4.3 Medical Students & Resident Programs

Community and Discovery week was discussed above in the HR Plan.

We have had discussions with OH about the Practice Ready Ontario program (PRO) and have reached out to L. Parrott at Muskoka Algonquin Healthcare (MAHC) to learn more about this program and how it works. MAHC has been successful in onboarding physicians through this program.

### 4.5 Interim Physician Lead Epic

No official volunteers have come forward at this time; however, Dr. El Salibi had expressed potential interest. Compensation will be provided to the physician who assumes the lead role.

**Action items:** Suzanne will follow up with Dr. El Salibi, secure funding from R. Alldred-Hughes, and obtain the Terms of Reference (TOR) from J. Mattice to help him make an informed decision.

### 4.6 High Sensitivity Troponin Update

A discussion was had about Dr. McCudden's plans to get the physician group trained with a potential go live date of July 7<sup>th</sup>. This will be added to the physician newsletter.

### 4.7 Process: ECG 2<sup>nd</sup> Readings

Defer.

### 4.8 MRP for patients awaiting transfer to OHI & ACLS certification requirements

The committee discussed the possibility of having the MRP on Medicine assume responsibility for patients awaiting transfer to OHI and for monitoring the associated bed. To implement this, all Inpatient physicians would need to obtain ALS certification by the next credentialing period.

## MAC Minutes

Funding for this training may be available through the ED education fund. A formal proposal letter will be presented at the next MAC meeting for further consideration.

### ITEMS FOR DISCUSSION/DECISION

#### **5.1 Inpatient Physician Coverage**

This was discussed during the HR Plan above.

#### **5.2 ED Return Visit Quality Program (EDRVQP)**

This is now a standing item – discussed in 3.6.

#### **5.3 Pharmacy & Therapeutics**

##### 5.3.1 Order Sets

**Recommendation:** to approve the recommendation that moving forward any high-risk order sets be formatted and low risk sets will have a downloaded extract from Meditech as a guideline.

Dr. Read led the discussion about this recommendation. R. Romany suggested to add: “to be used as downtime order set.”

Motioned by: Dr. D. Read

Seconded by: Dr. L. MacKinnon

THAT the Medical Advisory Committee approve to approve the recommendation that moving forward any high-risk order sets be formatted and low risk sets will have a downloaded extract from Meditech as a guideline, with the added notation: “to be used as downtime order set.”

**CARRIED**

##### 5.3.2 Polices ~ DRAFT PP.06.024.0.22 Approved Automatic Substitution (Therapeutic Interchanges)

**Recommendation:** to approve the recommended changes to the Approved Automatic Substitution (Therapeutic Interchanges) as presented.

Dr. Read led the discussion about this recommendation.

Motioned by: Dr. D. Read

Seconded by: Dr. L. MacKinnon

THAT the Medical Advisory Committee approve to approve the recommended changes to the Approved Automatic Substitution (Therapeutic Interchanges) as presented.

**CARRIED**

##### 5.3.3 Polices ~ DRAFT CL.08.007.0.XX Single and Multi-Dose Medications on Patient Care Units

**Recommendation:** to approve the recommended changes to the Single and Multi-Dose Medications on Patient Care Units as presented.

Dr. Read led the discussion about his recommendation, and a discussion had and approved as presented.

Motioned by: Dr. D. Read

Seconded by: Dr. L. MacKinnon

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THAT the Medical Advisory Committee approve to approve the Single and Multi-Dose Medications on Patient Care Units as presented.

**CARRIED**

### 5.3.4 Formulary Additions ~ Digifab

**Recommendation:** to approve the Formulary Additions - Digifab as presented.

Motioned by: Dr. D. Read

Seconded by: Dr. L. MacKinnon

THAT the Medical Advisory Committee approve to approve the Formulary Additions - Digifab as presented.

**CARRIED**

### 5.4 Locum Stipend Coverage Policy CLI.04.009.0.25

Policy provided for information only.

## CREDENTIALS

### Evaluations

Dr. Valery Rossbach: 12-month evaluation due in April - Deferred.

Dr. Peter Kagoma: 12-month evaluation due in April – Deferred.

## REPORTS

### Lab Director

Defer.

### Chief of Staff

Dr. MacKinnon provided the committee with updates on the following key points:

- Regional: We did well funding EDFAFA with our appointed funding model, chief of staff meeting coming up this week. Other facilities are worried about ER physician migrating elsewhere, however we are not seeing this effect.
- Staffing remains a concern. .

### Chief of Emergency

Dr. MacKinnon relayed the following updates from Dr. Farmer:

- 1) Potential new recruit Dr. Wael Badawy- he is interested in working Saturdays in ER starting in September; he is looking to do 2-4 shifts per month, which should be enough to fill in our gaps.
- 2) We still await the AFA agreement, and once available we will be providing MDs and the hospital with our written plan for: physician funding, contingency plan for peak season and high volumes, and a plan for filling vacant shifts. We have submitted our application for the REMCIF (\$200K / year in funding to help keep the ED open).

### Chief of Inpatient and Ambulatory Care

Dr. Read had nothing further to add. Her plan is to focus on filing the In-patient Department schedule.

### Professional Staff Association

## MAC Minutes

Defer. Will ask Dr. Pepper to ensure he books the AGM before August 31, 2025.

### Chief Executive Officer

R. Alldred-Hughes provided a report to the group.

- The HGMH Annual General Meeting (AGM) is scheduled for June 26<sup>th</sup> .
- The Capital redevelopment is ongoing and remains on track. Recently had a very good meeting with Dr. Marleau and Dr. Lajoie about the vision of a Family Health Team supported by the hospital.
  - Family health team discussion: We have offered support with the next callout in September for potential funding. Chapleau, have offered us offered support navigating through this process. The family health team would have access to allied health and administrative supportive.

A discussion ensued about what it would be like if the FHO became a FIT.

### Chief Nursing Executive

R. Romany suggested adding “Epic Update” as a standing item moving forward (Physician Lead/R. Romany to lead) Go live Oct. 26/26.

### Consent Agenda

The reports included in the package were approved by consensus.

### Date and Time of Next Meeting

The next meeting is scheduled for September 2, 2025, at 12:00 PM.

### Adjournment

The meeting was adjourned at 13:30 pm.

S. Laframboise, Recorder