

**BOARD OF TRUST**

DATE: Tuesday, March 29, 2022

Via WEBEX

TIME: 5:00 p.m.

**PRESENT:** Ms. B. Taylor (Chair), Mr. R. Shaheen, Ms. P. Wettlaufer, Dr. K. Green, Ms. D. Westcar, Ms. C. Wilson, Ms. C. Smart, Mr. P. Lang, Ms. K. Lavelle, Dr. A. Bigham, Mr. R. Murthi, Mr. E. Andreola, Ms. T. Crockford, Ms. M. Ross (Pt. Advisor), Mr. R. Mitchell, Dr. M. MacLeod, Ms. L. Symons, Ms. J. Soden, Mr. E. Espinosa (Admin Resident)

**REGRETS:** Ms. P. Hilderley, Mr. D. McKay, Mayor T. Birtch

**Recorder:** Ms. H. Scherer, Executive Assistant

AGENDA ITEMS	DISCUSSION	RESPONSIBILITY	ACTION
CALL TO ORDER	The meeting was called by the Chair at approximately 5:00 p.m.	Chair	
PRESENTATION	<p><u>Food Services – Patient and Retail:</u>            Ms. Lamers highlighted the following:</p> <ul style="list-style-type: none"> <li>• On September 1, 2021, Food Services transitioned from Compass to Aramark.</li> <li>• WH still purchases the majority of food from Cysco, Woodstock.</li> <li>• Food Services annual budget is \$1.8M:               <ul style="list-style-type: none"> <li>○ Labour - \$1.2M</li> <li>○ Food - \$400K</li> <li>○ Supplies - \$178K</li> </ul> </li> <li>• Aramark representatives completed a 30-day onsite review of all patient food operations and recommended future menu and service opportunities.</li> <li>• Freshflex was implemented for patient areas where fresh, flavourful and nutritious meals are served with locally-sourced</li> </ul>		

	<p>ingredients. The menus are created in collaboration with on-site clinical Dietitians, patient care teams, and other food service stakeholders.</p> <ul style="list-style-type: none"><li>• The Freshflex meals are shipped in a cold transport to Woodstock three times per week. They then go through a quality check once they arrive at WH and are placed in a refrigerator until required.</li><li>• Freshflex runs on a three-week cycle menu with seasonal updates and modifications.</li><li>• WH developed a Patient Food Service Committee, which Lisa Symons is a member.</li><li>• On September 3, 2021, the Retail Food Service launched the new Grab and Go sandwiches, salads and snacks and True Eats ready to heat meals.</li><li>• On October 4, 2021, the mobile ordering platform, Hey Chef was launched for all Tim Hortons menu items and will soon begin offering grill and soup menu items.</li><li>• A survey was sent to all staff regarding the new food services being offered. Aramark is currently compiling the results and will present a business plan to Senior Team.</li><li>• In response to a question, it was confirmed that patients have two menu options to choose from at each lunch and dinner.</li><li>• It was also noted that the food provided to patients can change the patients hospital experience.</li></ul> <p>Ms. Taylor thanked Ms. Lamers for her presentation.</p> <p><u>COVID Patient Story:</u> The committee watched the patient story of Felicito “Cheto” who was a pneumonia patient from Mississauga that was transferred to WH due to the height of the COVID pandemic. Cheto spent almost 3 months at WH in the CCU and Rehab department. He commended the staff for</p>		
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	<p>going above and beyond during his stay and was grateful to be transferred to WH. He specifically thanked Chuan Yong, Manager of Respiratory Therapy for going above and beyond by arranging Home Care go to his home to change his trach. He was also excited to receive a certificate from the Rehab department.</p> <p>Ms. Taylor noted that it is a great testament of the work that is being done at WH and that it is the staff that make the difference in a patient’s experience.</p>		
DECLARATION – CONFLICT OF INTEREST	No conflicts of interest were declared.	All	• Information
ADOPTION OF AGENDA	MOVED by Ms. Wettlaufer, to adopt the Agenda as amended, seconded by Mr. Mitchell. <b>CARRIED.</b>	All	• <b>MOTION</b>
PREVIOUS MINUTES – February 22, 2022	<p>On page three of the minutes under the COVID Pandemic Financial Impact, the first bullet should read “The Ministry has committed to funding”</p> <p><b>MOTION</b> by Ms. Soden, seconded by Ms. Symons to approve the previous minutes of February 22, 2022 with the noted change. <b>CARRIED.</b></p>	All	• <b>MOTION</b>
Finance Committee	<p><u>COVID-19 Pandemic Financial Impact:</u> Ms. Crockford reported on the COVID-19 Pandemic Financial impact and highlighted the following:</p> <ul style="list-style-type: none"> <li>• The total operating expenses for the month of February was \$96,904.</li> <li>• All operating expenses have been reimbursed up to the end of September 2021 and the Ministry has committed to fund all expenses for the 2021/22 fiscal year.</li> <li>• The Assessment Centre incurred a loss of \$14,936 in February due to the testing restrictions. The volumes are down and as of March 21<sup>st</sup>, the hours have been reduced.</li> </ul>		• Information

	<ul style="list-style-type: none"> <li>• Additional capital expenditures of \$47,827 were submitted in 2021/22 and an additional \$116,000 were submitted.</li> <li>• The hospital received confirmation from the Ministry that they would receive up to \$1.5M in temporary physician funding, which would cover our total year-to-date costs of \$1,291,974. The hospital will continue to have ongoing physician costs for Occupational Health and Infectious Disease consultation.</li> </ul> <p><u>Capital Purchase Update: Portable Ultrasound:</u> Ms. Crockford reported that although the portable ultrasound was below the threshold to be approved by the Board, it was felt that it should still be brought for information and to ensure the Board was aware of the purchase. The portable ultrasound was purchased for the Emergency Department to support the changes made to the different zones due to COVID.</p>	
Joint Health and Safety Committee	<b>MOTION</b> by Ms. Wettlaufer, seconded by Mr. Murthi to approve the previous minutes of February 15, 2022. <b>CARRIED.</b>	• <b>MOTION</b>
Patient and Family Advisory Committee	<b>MOTION</b> by Ms. Ross, seconded by Ms. Symons to approve the previous minutes of March 16, 2022. <b>CARRIED.</b>	• <b>MOTION</b>
City Report	No City report	• Information
County Report	No County report	• Information
Foundation Report	Ms. Wettlaufer reported the following: <ul style="list-style-type: none"> <li>• The Foundation received another donation from the estate of Ruby Irene Buckrell, which brings the total donation to \$20,178.</li> <li>• The We Care Campaign for staff ran from March 21-28. They are hoping to reach their goal of \$19,000.</li> <li>• The February 50/50 winner (Cynthia Schuster) took home \$69,718. The hospitals net income was almost \$46K, with a total net income since November 2020 is \$680,250.</li> </ul>	• Information

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	<ul style="list-style-type: none"> <li>• The Dairy Capital Run currently has 82 registrants, which is higher than last year at this time. They have a current sponsorship of \$10,750.</li> <li>• The Annual Golf Tournament is scheduled for June 15<sup>th</sup> and is sitting at a current sponsorship of \$24,800</li> </ul>	
Correspondence	There was no correspondence.	• Information
Adjournment	The meeting adjourned to LPP on motion of at 5:33 p.m. CARRIED.	

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Ms. B. Taylor, Chair

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Ms. D. Westcar, Secretary