



BOARD OF TRUST

DATE: Tuesday, September 27, 2022

BOARDROOM

TIME: 5:00 p.m.

- PRESENT:** Ms. P. Hilderley (Acting Chair), Ms. J. Sandhu, Mr. D. McKay, Ms. D. Westcar, Ms. C. Smart, Mr. P. Lang, Ms. K. Lavelle, Ms. T. Crockford, Ms. C. Wilson, Ms. L. Symons, Dr. A. Bigham, Mr. R. Mitchell, Ms. S. Pararajasingam (Admin Resident)
- REGRETS:** Ms. B. Taylor (Chair), Mr. R. Shaheen, Mr. E. Andreola, Ms. P. Wettlaufer, Ms. M. Ross (Pt. Advisor), Ms. J. Soden, Dr. M. MacLeod, Dr. K. Green, Mayor T. Birtch
- Recorder:** Ms. H. Scherer, Executive Assistant

AGENDA ITEMS	DISCUSSION	RESPONSIBILITY	ACTION
CALL TO ORDER	<p>Members were invited to tour the Woodstock Rehab Clinic and other areas throughout the hospital that have been renovated or modified during the COVID pandemic.</p> <p>The meeting was called by the Acting Chair at approximately 5:00 p.m.</p>	Chair	
PRESENTATION	<p><u>Surgical Services Update:</u> Ms. Slabon, Director of O.R., PACU, Daycare and Pre-Admit provided an update on surgical services and highlighted the following:</p> <ul style="list-style-type: none"> • There are 4 O.R.'s used daily and run from 8 a.m. – 3 p.m.; however, the hospital has expanded capacity and now have 2 O.R.'s running until 5 p.m. daily, with the hopes of all 4 running until 5 p.m. in the future. • The fifth O.R. is used for emergency C-Sections and must be ready to go at all times. 		

	<ul style="list-style-type: none"> • There are two endoscopy suites. • There is one minor procedure room for cataracts and carpal tunnel procedures. • Surgical services budget is \$11,866,779; revenue generation is \$1,816,000 and capital expenditures is approximately \$200,000; however, this year it will be \$679,500 due to the six new anesthetic gas machines. • There is 59 full-time employees, with a total of 90 employees in the department. • There is approximately 8,022 procedures per year: <ul style="list-style-type: none"> ○ Endoscopy – 2,686 ○ Total hip/knee replacements – 582 ○ Cataracts – 1,235 ○ Carpel Tunnel - 541 • The hospital has recruited a second ENT specialist, Dr. Hannah Kuurstra. • Starting this fall, the pre-admit clinic will implement a hybrid model where patients will either come into the hospital or have a telephone call. This will be done in conjunction with the physician’s offices on evidence-based practice (i.e. complexity of patient and procedure). • WH has partnered with Pentax, SteriPro, MDR for a one year trial where the reprocessing of scopes would be done externally by a third party. WH is the first endoscopy unit in Canada to do this. A cost benefit analysis will be completed after the trial. • Investment in Surgical Services: <ul style="list-style-type: none"> ○ Balancing staff across programs and services to meet additional volumes. ○ Operating Room Integration to O.R. 1 – this will allow the pictures and information being captured in the O.R. 		
--	--	--	--

	<p>to upload automatically into the electronic patient record.</p> <ul style="list-style-type: none"> ○ Capital equipment purchases of anesthetic gas machines and orthopedic equipment. ● Health Human Resources are limited across the province and therefore surgical services has developed a “grow your own program” which allowed nurses from the medical units to complete an online O.R. course and receive hands-on education to work in our O.R. ● She has engaged the staff and physicians by implementing huddles, staff meetings, surveys and will be doing “Topic of the Week” education sessions. ● Improvement projects they have been working on are operating room start times (they have gone from 48% to 75%). They have also developed a working group to look at one-day stay for joint replacements. In response to a question, it was noted that there is specific criteria for patients to be same day. ● Future Planning: <ul style="list-style-type: none"> ○ Decant all C-sections to maternal child by developing a procedure room. This would free up O.R. 5 to expand capacity by 25%. ○ Apply for surgical services training fund form aternal child staff to do the c-sections. ○ Implement enhanced recovery after surgery model to reduce length of stay and improve patient outcomes. <p>Ms. Hilderley thanked Ms. Slabon for her informative presentation.</p>		
<p>DECLARATION – CONFLICT OF INTEREST</p>	<p>No conflicts of interest were declared.</p>	<p>All</p>	<ul style="list-style-type: none"> ● Information
<p>ADOPTION OF AGENDA</p>	<p>MOVED by Ms. Westcar, to adopt the Agenda, seconded by Ms. Crockford. CARRIED.</p>	<p>All</p>	<ul style="list-style-type: none"> ● MOTION

Board of Trust – September 27, 2022

PREVIOUS MINUTES – June 28, 2022	<p>Ms. Symons noted that she was marked as regrets, but attended the meeting.</p> <p>MOTION by Mr. Mitchell, seconded by Ms. Crockford to approve the previous minutes of June 28, 2022 as amended. CARRIED.</p>	All	<ul style="list-style-type: none"> • MOTION
Joint Health and Safety Committee	<p>MOTION by Ms. Crockford, seconded by Ms. Wilson to approve the previous minutes of June 21, 2022. CARRIED.</p>		<ul style="list-style-type: none"> • MOTION
Patient and Family Advisory Committee	<p>MOTION by Ms. Sandhu, seconded by Mr. McKay to approve the previous minutes of July 13, 2022. CARRIED.</p>		<ul style="list-style-type: none"> • MOTION
Finance Committee	<p><u>COVID-19 Pandemic Financial Impact:</u></p> <p>Ms. Crockford noted that the Ministry has committed to fund Q1 incremental expenses for 2022/23.</p> <p>The hospital submitted \$44K in capital expenses for a piece of equipment that was purchased in 2021/22, but only the hardware was received. The software was not received and the installation was not completed by year-end.</p> <p>Although we received notice of intention to move to cost recovery model for the Assessment Centre and have submitted a budget, the hospital has not received approval or any new agreement.</p> <p>The temporary medical staff funding has been extended until March 31, 2023 and there are no costs associated with this at this time.</p> <p><u>Q1 HSAA Scorecard:</u></p> <p>Ms. Crockford presented the Q1 HSAA scorecard and highlighted the following:</p>		<ul style="list-style-type: none"> • Information

	<ul style="list-style-type: none"> • Hip and knee wait times are still performing well below target due to the backlog and OR closures from the COVID pandemic; however we have ramped up to get back on track. • MRI indicators are below target due to the backlog from the COVID pandemic and some downtime we had in Q1. • CT indicators are doing well; however we did have some downtime as well in Q1. • The readmission indicator is preliminary as there is a lag in the data for this indicator, however appear to be doing well. • Service volumes for all areas have increased to pre-pandemic volumes. <p><u>ProResp Summary of Payments:</u> Ms. Crockford reviewed the annual summary of payments for Oxford ProResp. The dividends have stayed the same since 2008. The management fees are lower from 2021 but anticipate they will increase this year.</p> <p><u>Hospital Statistic Presentation:</u> Ms. Crockford noted that Ms. Lavelle presented to the Finance Committee on hospital statistics. A copy of the presentation was attached to the agenda package.</p>	
City Report	No City report	<ul style="list-style-type: none"> • Information
County Report	No County report	<ul style="list-style-type: none"> • Information
Foundation Report	<p>Ms Hilderley highlighted the following:</p> <ul style="list-style-type: none"> • The Foundation received the final payment of Harvey McKay’s estate in the amount of \$11,365. The original donation was received in 2019. • Len Reeves has pledged to donate \$1M. To date, the Foundation has received \$300K. • Hino Motors has pledged to donate \$25K. To date, they have donated \$20,500, with the final instalment anticipated to be received in September. • The Spring Direct Mail saw a significant decrease from 2021 where \$21,905 was raised for surgical services and in 2022, \$8,780 was raised for critical care. 	<ul style="list-style-type: none"> • Information

Board of Trust – September 27, 2022

	<ul style="list-style-type: none"> The 50/50 grand prize winner in June was Deb Kovachik who took home \$56,685; in July the grand prize winner was Carol Browett who took home \$61,015; and in August the grand prize winner was Dino Jose who took home \$59,708. To date, hospital proceeds from the 50/50 are \$946K. 	
Correspondence	Nothing to report.	<ul style="list-style-type: none"> Information
Adjournment	The meeting adjourned to LPP on motion of at 5:35 p.m. CARRIED.	

Ms. P. Hilderley, Acting Chair

Ms. D. Westcar, Secretary