



# Listowel Wingham Hospitals Alliance

## Board of Directors Meeting

Wednesday, May 31, 2023  
WebEx / LM Outpatient Building

<b>PRESENT:</b>	Jes Weber, Chair	Doug Miller	<b>STAFF</b>	Becky Bloemberg
	Dale Gilchrist	Penny Mulvey		Rhonda Scheeringa
	Susan McLaughlin	Stacey Ash		Jade DeVries
	Janny Pape	Sheena Haines		
	Karl Ellis	Justine Leslie		
	Dr. Suggitt	Dr. Vander Klippe		
			<b>PATIENT REP</b>	Rosemary Rognvaldson
<b>ABSENT:</b>	Conor O’Keefe	Rosalea Beyersbergen	<b>GUESTS:</b>	
<b>REGRETS:</b>	Rick Boisvert		<b>REGRETS:</b>	

### 1. CALL TO ORDER and WELCOME

Chair J. Weber called the meeting to order at 1840 hours.

### 2. APPROVAL OF AGENDA AND CONSENT AGENDA

**Moved by: Stacey Ash**

**Seconded by: Penny Mulvey**

**THAT** the LWHA Board of Directors approves all motions formally passed in the Committee of the Whole meeting, the Agenda for Wednesday, May 31, 2023, and the following Consent Agenda reports be received as circulated.

- Board of Directors Meeting Minutes of April 26, 2023
- LMH Foundation Report
- WDH Foundation Report
- Draft Year End Financial Statements and Auditor’s Report for Listowel Memorial Hospital
- Draft Year End Financial Statements and Auditor’s Report for Wingham and District Hospital

**MOTION: CARRIED**

### 3. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared.

### 4. NEW BUSINESS / DECISIONS AND REPORTS

#### **4.1 VP of Clinical Services and Quality Report – J. Leslie**

- This summer will focus on obtaining experience for the Clinical Externs. With 4 of the Clinical Externs graduating in 2024, potential placements and jobs are being considered.
- Summer nursing schedules have been finalized; WDH is scheduled to mid-July and LMH is scheduled to September.
- WDH has 23% of RN staff on leave, while LMH has 14%; these are a combination of parental and sick leaves. LWHA has over staffed and posted several temporary positions, and even so, float positions are being used to cover vacancies. J. Leslie noted that these leaves are expected to

continue given staff demographics, and LWHA is smart to continue overstaffing.

- Several ED closures have resulted because 30% of ED nursing staff are off on leave. With such slim staffing, LWHA does not have the flexibility to provide coverage for all leaves.
- The 8 RNs that were hired to WDH in May are being oriented and could potentially pick up vacant shifts in the summer months. 2 ED nursing staff are to return from leaves this summer.
- S. Haines inquired about self-scheduling for nursing staff. Self-scheduling is available at both sites but for part-time staff only. The largest leave pool are RN staff, and their shifts are largely vacant as RPNs are unable to pick up those shifts.
- Dr. McKenna in the Ambulatory Care department at WDH will be expanding to the OR. The hope is that he will be able to begin in the next month or so, pending equipment arrival.

#### **4.2 President and CEO Report – K. Ellis**

- LWHA currently has 5 lab vacancies in a department that would normally have 5 staff across both sites on any given day. Medical Laboratory Assistants (MLA) are unable to verify results; Medical Laboratory Technologists (MLT) can verify results, but are difficult to find. With limited MLTs on staff, LWHA switched to an MLA staffing model which began on May 29. Although not ideal, this change was implemented to prevent significant summer closures.
- K. Ellis noted that communication within the organization and with stakeholders regarding the new lab staffing model was not what it should have been. S. Ash asked if the staffing model implementation had an effect on patient care; while there have been no reported incidents, there are departmental kinks to resolve as a result of such a fundamental change.
- Ontario Health attended a South West Hospitals meeting and requested a significant reporting mechanism be in place for ED closures; hospitals are to collaborate to ensure patients in the region have access to an open Emergency Department within 30-minutes' travel time. LWHA set weekly meetings to line up closures if possible and ensure limited overlapping.
- London Health Sciences Centre (LHSC) has extended their agreement with St. Joseph's Health Care London (SJHC) for the Healthcare Material Management Services (HMMS) for one additional year. LHSC is still hoping to move to Mohawk Med Buy, and SJHC is committed to operating the HMMS system independently. LWHA will need to reconsider options for sourcing supplies in the coming months.

#### **4.3 LWHA Board Meeting Schedule 2023/2024 – K. Ellis**

- Dates for meetings of the Ethics Committee not yet been set for the coming year. When dates have been determined, a revised meeting schedule will be distributed.

#### **4.4 Board of Directors Nominations 2023/24 – J. Weber**

##### **4.4.1 Nomination: Kailey Fallis, Jean Montgomery, Derek Mendez and Mark Foxton**

##### **4.4.2 Board Assistance and Support to recruit Directors for 2 vacant positions (1 from each service area)**

- The Board of Directors nominations discussion was moved to the in-camera session.

#### **4.5 Move to Closed In-Camera Session**

### **5. CLOSED IN CAMERA SESSION**

The in-camera minutes are under separate cover.

**Moved by: Susan McLaughlin**

**Seconded by: Sheena Haines**

**THAT** the LWHA Board of Directors meeting move to 'In-Camera' session and that staff remain.

**MOTION: CARRIED**

**Moved by: Janny Pape**

**Seconded by: Stacey Ash**

**THAT** the LWHA Board of Directors nominates Kailey Fallis, Jean Montgomery, Derek Mendez and Mark Foxtan as Directors for a 3-year term, ending in 2026.

**MOTION: CARRIED**

**6. BOARD RECOGNITION OF QUALITY IMPROVEMENT**

J. Weber noted the Board discussion during the meeting was great.

**7. CORRESPONDENCE**

**7.1 Assistant Deputy Minister Letter – LMH**

**7.2 Assistant Deputy Minister Letter – WDH**

- The LMH and WDH articles of amendment have been approved; as a next step, bylaws will need to be reviewed and sent for approval which can be done in the fall.

**7.3 Wingham and District Hospital Foundation Donation Letter**

- The provided donation letter is in follow-up to the Wingham and District Hospital Foundation cheque presentation that took place at the April meeting.

**8. COMMUNICATION REQUIRED FOLLOWING BOARD MEETING**

- A summary of this meeting will be emailed.

**9. DATE OF NEXT MEETING**

- Wednesday, June 28, 2023
- WebEx / WDH Boardroom
- 1700 Hours
- Annual Meeting & Board Social: Wednesday, June 21, 2023 at 1730

**10. MEETING EFFECTIVENESS EVALUATION**

**11. ADJOURNMENT**

**Moved by: Penny Mulvey**

**Seconded by: Susan McLaughlin**

**THAT** there being no further business the LWHA Board of Directors meeting be adjourned at 1937 hours.

**MOTION: CARRIED**

**12. BOARD ONLY**

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Jes Weber, Chair

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Karl Ellis, Secretary