



Listowel Wingham Hospitals Alliance

Board of Directors Meeting Minutes

Wednesday, October 29, 2025
LMH Sarah Ave Building / Microsoft Teams

PRESENT	Stacey Ash, Chair	Derek Mendez	STAFF PRESENT	Gaurav Bansal
	Sheena Haines	Rosalea Beyersbergen		Rhonda Scheeringa
	Monica Dey	Mike Miller		Melissa Scott
	Garrett Topic	Erin Hall		Jade Devries
	Jessica Weber (V)	Esther Millar		
	Laura Phillips (V)	Kailey Fallis		
	Dr. S. Vander Klippe (V)			
	Dr. T. Suggitt			
	Justine Leslie		PATIENT REP	
ABSENT			GUESTS	Nicole Beswitherick (V)
REGRETS	Mark Foxton		REGRETS	
	Susan McLaughlin			

1. CALL TO ORDER

1.1 Quorum

- Chair S. Ash called the Board of Directors meeting to order at 1732 hours.

1.2 Declaration of Conflict of Interest

- There were no conflicts of interest declared.

1.3 Approval of Agenda

- Verbal Patient Story added to 2.1 and discussion of Board Treasurer role added as item 6.1.

Moved by: Derek Mendez

Seconded by: Garrett Topic

THAT the LWHA Board of Directors approves the Agenda for Wednesday, October 29, 2025 as revised.

MOTION: CARRIED

2. PATIENT STORY

2.1 Patient Story

- E. Millar read an email complimenting Dr. Matthews for the care provided at the LMH emergency department. The exceptional effort of both Dr. Matthews and Dr. Suggitt in keeping the Emergency Department open was highlighted.

3. CONSENT AGENDA MATTERS

3.1 Approval of Previous Meeting Minutes

Moved by: Mike Miller

Seconded by: Laura Phillips

THAT the LWHA Board of Directors approves the previous Board of Directors Meeting Minutes of

Wednesday, September 24, 2025 as circulated.

MOTION: CARRIED

3.2 Approval of Consent Agenda Items

Moved by: Sheena Haines

Seconded by: Derek Mendez

THAT the LWHA Board of Directors approves the following Consent Agenda reports as circulated:

- WDH Foundation Report
- Chief of Staff Management Policy
- Medical Staff Privileges for October 2025

MOTION: CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 No Business Arising from Previous Minutes

5. MATTERS REQUIRING DECISION: NEW BUSINESS

5.1 Approval of Listowel Memorial Hospital Redevelopment Consultant – S. Reinhart-McCann & E. Millar

- S. Reinhardt-McCann presented an update on consultant selection for the Listowel Memorial Hospital Redevelopment project. Presentations were held with two firms and KMPB was selected due to their higher overall score.
- S. Ash acknowledged the community's growth and the importance of planning for future needs. D. Mendez emphasized the project's significance for Joint Master Services Planning. An ad-hoc board sub-committee will not be struck given the operational nature of this work, instead regular progress reports will be shared with the Board.

Moved by: Kailey Fallis

Seconded by: Derek Mendez

THAT the LWHA Board of Directors approves the recommendation to engage KPMB Architects for the Listowel Memorial Hospital redevelopment project and to award the RFP for the LMH capital redevelopment stage 1.2 and 1.3 to KPMB for a total of \$499,265 effective November 15, 2025.

MOTION: CARRIED

6. MATTERS FOR DISCUSSION

6.1 Board Vacancy

- S. Haines expressed a desire to step down as Board Treasurer. D. Mendez nominated M. Miller. M. Miller accepted the nomination: no other nominations were brought forward.

Moved by: Sheena Haines

Seconded by: Jessica Weber

THAT the LWHA Board of Directors appoint Mike Miller as Treasurer of the Board of Directors.

MOTION: CARRIED

7. INFORMATION ONLY ITEMS

7.1 Senior Team Report – G. Bansal, J. Leslie, E. Millar

- Board members were encouraged to attend the Fisher Clinic grand opening on November 12.
- Wait time and triage communication in the Emergency Department is being expanded to address patient questions. This is part of a broader culture shift within LWHA and related concerns are shared with Patient Partner Council for feedback.

- Ontario Health West has projected a moderate influenza season for 2025-2026, with capacity expected to be reached but not exceeded.
- Joint Master Services discussions are focusing on a balanced distribution of services across the region and meaningful services at each site. Updates from the planning series with the Ontario Health Team will be shared with the Board; LMH redevelopment will align with the process.

7.2 WDH Chief of Staff Report – Dr. Vander Klippe

- Dr. Vander Klippe acknowledged WDH specialists and IT staff.
- A supplementary briefing note on backup family physician call was circulated to the Board in advance of the meeting. The solution is a practical approach to current physician coverage and will be re-evaluated as recruitment continues. A meeting will be held to clarify the contingency plan for nursing staff, and this recommendation will be shared with the Medical Advisory Committee for review and approval.
- S. Ash thanked the team for developing an internal solution and requested an update once finalized.

7.3 Sub-Committee Report: Community Relations, Communications & Strategy – S. Ash

- S. Ash reiterated the importance of Board sub-committee meeting attendance. Future meetings will be appropriately dispersed to avoid back-to-back meetings for members.
- Community Relations, Communications & Strategy committee reviewed and discussed media policies; these will be brought back to the committee's next meeting for recommendation, and then to the Board for final approval. The committee discussed the importance of a consistent communication strategy amongst all members involved in Joint Master Services planning.

7.4 Sub-Committee Report: Quality, Patient Experience & Social Accountability – D. Mendez

- Terms of reference from all sub-committees will be brought to the board in November.
- D. Mendez suggested that all members of sub-committees be voting members.

7.5 Sub-Committee Report: Resource & Audit – S. Haines

- Variances are being investigated in more detail; coding between two sites is being looked at. WDH will receive a \$2M cash advance from the Ministry. D. Mendez requested that expenses be presented by department for more clarity and to watch trends.

7.6 Accreditation Report – J. Houston

- LWHA has completed 98% of accreditation standards, which will give LWHA exemplary status with Accreditation Canada. Most outstanding standards are expected to be complete by the end of November with action plans in place for any remaining items.
- At the Accreditation Governance meeting, surveyors will ask Board members to outline organizational practices and accountability. J. Houston provided a package to assist Board members in preparing for this meeting with a focus on the governing body assessment.

7.7 Community Engagement Report & Summary of Findings – B. Wood

- B. Wood provided an overview of the draft Community Engagement Report. Community and staff engagement was minimal, but quality data was collected. Recurring community themes included recruitment and retention, timely access to care, future growth planning, and emergency department stability. Communication and transparency were identified as key priorities. Overall, feedback was largely positive, with participants remaining cautiously optimistic.
- S. Ash indicated that Board members have a role in driving engagement within the community. E. Millar emphasized that community engagement sessions lay the groundwork for upcoming changes and noted that additional sessions will be held to maintain momentum.

7.8 Semi-Annual Physician Recruitment Report – E. Millar

- The recruitment committees have done significant work to become more formalized and revise

incentive packages. A prospective surgeon requested a letter of offer for 2027 after completing a recent site visit. Wingham has expressed a desire to focus on family physician recruitment. The lack of turn-key practice is a barrier to recruitment.

7.9 LMH Chief of Staff Report – Dr. Suggitt

- Dr. Suggitt thanked the Board for supporting administration and management in prioritizing staff safety. While violence has often been viewed as “part of the job” in health care, LWHA’s decisive actions to address incidents are helping staff feel supported and more willing to report concerns.

8. OTHER BUSINESS

8.1 Board Education: Accountability for Reasonableness & Master Services Planning – Kevin Reel, Ethicist

- Kevin Reel, ethicist educated the Board on Accountability for Reasonableness and its application in assisting LWHA in moving into Master Services Planning. This process framework sets conditions for decision-making and supports in creating fair outcomes in contentious resource allocation.
- S. Ash indicated the importance of linking communications together with this plan. E. Millar noted the framework can be used to monitor proposed decisions coming back to the Board for decision.

9. IN-CAMERA SESSION

9.1 No In-Camera Session on October 29, 2025

10. DATE OF NEXT MEETING

- ♦ Wednesday, November 26, 2025
- ♦ WDH Boardroom / Microsoft Teams
- ♦ 1700 Hours

11. ADJOURNMENT

Moved by: Consensus

Seconded by:

THAT there being no further business the LWHA Board of Directors meeting be adjourned at 1923 hours.

MOTION: CARRIED

12. BOARD ONLY

Stacey Ash, Chair

Esther Millar, Secretary