

# Board Meeting Highlights June 2022

Deep River and District Hospital  
Four Seasons Lodge  
North Renfrew Family Health Team

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## Education Session

- Guest: Tiffany Cecchetto, Partner, KPMG LLP
- Tiffany presented the draft audited financial statements for the 2021-2022 fiscal year, as well as a summary of audit findings and comparator data. The audit was again completed remotely this year due to pandemic restrictions.
- For the year ended March 31, 2022 the organization finished in a surplus position. In the opinion of KPMG as external auditors, the statements are presented fairly and in accordance with the Canadian Public Sector Accounting Standards.
  - Based on the agreement with the Ministry, the organization finished the year in a surplus position for the 6<sup>th</sup> consecutive year.

## COVID-19

- Incident Management System (IMS) structures are shutting down across the province as part of the transition towards long-term management of COVID-19 and away from emergency management. Our Emergency Operations Centre will hold its last meeting on July 15, after being in operation for nearly two and a half years.
- The organization will be opening both front entrances for the first time since the beginning of the pandemic on July 6. At that time, screening will transition from active to passive, and those entering the organization will be directed to self-screen and put on a mask through signage.
- Health system capacity remains strained due to health human resources shortages nationally and increasing demand for healthcare services. Strain is being felt throughout all sectors of healthcare as the system attempts to continue to adjust. The organization continues to focus on business continuity and sustainability.

## Board

- The Board of Directors held its Annual Meeting for the 2021-2022 year on June 28<sup>th</sup>, 2022.
- During the Annual Meeting, the Board of Directors elected officers, directors and patient/community representatives to serve for the upcoming 2022-2023 Board year.
  - Appointed as the Board Executive are:
    - Board Chair: David Cox
    - Vice Chair: Douglas Tennant
    - Vice Chair: Tracy Gendron
    - Douglas Champ
  - Three new directors, Claudia Beswick, Beckie Kenrick and Michelle Ferderbar were elected to the Board. David Cox was also re-elected for an additional three-year term.
  - Jenifer Bradley was re-appointed as a Patient / Resident Representative.
  - Appreciation was expressed for long-standing Board Member and Chair, Chris Carroll, who completed his term on the board. Chris has most recently served on the Board of Directors for nine consecutive years, and served as Board Chair for the last year. It was noted that Chris provided a remarkable amount of experience, support, and leadership during his many years on the Board. Chris has also acted as a mentor for new members, providing invaluable guidance for those who will continue to serve on the Board for years to come.
  - Recognition was also provided for Anne Giardini and Neil Byrnes, who both stepped down from their roles as Directors over the last year.
- The Board approved KPMG's re-appointment as auditor for 2022-2023 fiscal year, continuing the current audit contract.
- The Board endorsed a new policy for Police Record Checks and Vulnerable Sector Screenings for Board members. Record checks will now be done at the beginning of each Board Member's term (new and existing), as well as an annual disclosure declaration.

## Annual Report

- The Annual Report, which highlights achievements and general information about the organization's activities over the 2021-2022 year, was approved and posted on the organization's website.

## Foundation

- The new **Deep 50/50 Lottery** will be launched on Friday, July 1, 2022. This new lottery system will involve a monthly draw, with more opportunities for participating and involvement.
- Planning is underway for the 20th Annual Golf Tournament in support of DRDH, which will take place on August 26, 2022. Planning is going very well, with sponsorships nearly sold-out.

## Health Campus Updates

### Branding

- The first of two public consultation periods completed on June 3. A summary of feedback received on themes for the brand and options for logos were reviewed at a special board meeting. The board has selected 3 proposed logos for the second public consultation period to be held July 11 – August 5, 2022. A review of community feedback on the proposed logos will be reviewed by the Board in August, with plans for final approval at that time and a launch of the unified brand and logo in the fall.

### Dietary

- A new position of Dietary Aide has been approved to align with both current and future needs of the organization. The Dietary Aide role is anticipated to reduce costs related to recruitment, training and orientation in the Dietary department, as well as increase the scope of work of those functions, improve infection control practices and added redundancies in food services. The position will further act as an introductory position to the organization and department, and will allow for streamlined development of staff to Food Service Workers positions.

### Electronic Health Record Transition – Epic

- A Project Status update was provided reporting the organization remains on track, and continues to achieve key milestones. Advanced training for Credentialed Trainers and Super-Users will begin in July. End user training is scheduled to occur in September and October for system Go Live in November 2022.
- Town Halls have been held to share Epic system and project information with the organization. An internal Town Hall was held June 20 for DRDH to provide an organization specific update, while The Ottawa Hospital (TOH) hosted an additional Town Hall with all three Fuzion 2 sites to go live in November on June 22, which included a walkthrough of Epic.
- An organization-wide technical dress rehearsal for all systems and equipment that will connect to Epic has been scheduled for mid-July, in coordination with TOH. During the dress rehearsal a complete review of integrated system mapping and equipment integration will be completed.

### Emergency Department

- Emergency Department renovations to install a negative pressure room have now been completed, with the room now returned to circulation. Emergency Department staff and physicians are now able to use this enhanced space for patient care, completed with the added safety features to reduce risk of transmission.

### Family Health Team Capital Development

- An update on the FHT capital development was received, reporting the development is continuing on track. An RFP for Prime Consultant for Architectural Services is currently underway, with the aim to finalize and have services in place by mid-July and kick-off the updated design drawing review. Plans for groundbreaking remain targeted for 2023.

## Finance

- The year-end audit has completed, with the organization finishing the fiscal year in a surplus position for both accounting and Ministry of Health reporting purposes. The audit firm presented the year-end financial statement and position at the Annual Meeting on June 28<sup>th</sup>.

## Fundraising

- The major campaign was launched with a community BBQ on the afternoon of June 17<sup>th</sup>. The event shared updates on the LTC Development Project progression, as well as fundraising targets and plans with the community. The artist's renderings of the new home were revealed to the community by staff and residents of the Four Seasons Lodge.

## Human Resources

- A *Disconnecting from Work Policy* has been approved and is now live, effective June 1. The policy speaks to supporting workers' rights to disconnect from work in order to support healthy work-life balance and employee wellbeing. This policy has been shared with all staff, incorporated into corporate onboarding and assigned as all staff education for June.

## Long-Term Care – Point Click Care Go Live

- The Four Seasons Lodge new electronic health record, Point Click Care went live on June 1! A celebration was held for both staff and residents to mark the occasion and transition to the updated, industry leading health record provider.

## Long-Term Care Development

- A contract has been signed with the preferred proponent for prime architectural services, with kick off completed and work now underway. Development of plans for stakeholder input into schematic design is under development, with the goal to have the first draft of functional and operational briefs, and preliminary plans completed by August 31st.
- Preparation of the Development Agreement by the Ministry of Long-Term Care is nearing completion, with a review and update of the high-level schedule contained within the development Agreement based on the outlined by the preferred Prime Consultant schedules.

## Laboratory

- The organization's laboratory partner, Eastern Ontario Laboratory Association (EORLA), recently completed a regional survey with Accreditation Canada – Diagnostics. This survey is the first organization specific accreditation survey EORLA has undertaken, spread across 13 sites assessing over 5800 requirements. The EORLA Deep River team received feedback that the surveyors felt very welcome and were impressed by the team and processes at DRDH. DRDH specific non-conformances received were the lowest the team has ever achieved and the lowest across all 13 sites.

## Pharmacy

- The two automated medication dispensing cabinets ordered in spring 2021 were recently installed to replace the current failing cabinets in the Emergency Department and on the Medical Inpatient Unit. These systems will expand medication storage and availability in both units, and with enhanced features will further enhance medication safety in the organization.
- The organizations' annual inspection by the Ontario College of Pharmacist was completed on June 9, 2022. The preliminary report has been received, and the required action plans to address areas of improvement is underdevelopment. Minor suggestions for improvement were received, which will be presented to the Board's Quality, Risk and Safety Committee in the fall.

## Quality

- The Board approved the 2022-2023 Quality Improvement Plan for the organization. For the year 2022-2023, organizational QIPs are voluntary with adjusted timelines for those that chose to submit. Our organization has elected to prepare and submit a QIP, in addition to the collaborative QIP (cQIP) that is being drafted for submission by our Ontario Health Team.