

Chair / Acting Chair:	Ms. A. Atkinson
Minutes taken by:	Christine Wignall
Appointed record custodian:	Christine Wignall

OPEN SESSION

Voting Trustees: Ms. A. Atkinson, Mr. B. Lawler, Ms. A. Carter, Ms. B.L. Souter, Mr. P. DiPaola, Mr. F. Bagatto, Ms. N. Medulun-Burke, Mr. G. Leach, Ms. M. Woodhead

Non- Voting Trustees: Ms. J. Hansen, Ms. L. Pay, Dr. G. Arvinte

Also Present: Mr. D. Ceglie, Sister L. Dillon, Ms. T. Geoffroy, Mr. R. Mauro
Guest: Ms. S. Hancharyk, Manager, In-Patient Nursing Rehab & Restorative Care

Regrets: Bishop G. Bergie, Mr. P. Brown, Mr. J. Rollo, Dr. W. Reimer

Land Acknowledgement Statement:

We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunee (Hoe-din-a-show-nee) and Anishnaabeg (Aw-nish-naw-beg) peoples, many of whom continue to live and work here today.

This territory is covered by the Upper Canada Treaties and is within the lands protected by the “Dish With One Spoon” Wampum agreement, adjacent to Haldimand Treaty territory.

Today, this land continues to be the home to many Indigenous Peoples. Acknowledging reminds us that our great standard of living is directly related to the resources and friendship of Indigenous peoples.

Decision Making Matrix / Reserved Powers

Previously at in-person Board meetings, the placemat was available with the Corporate Decision Making Matrix and Reserved Powers of the Members of the Corporation. When virtual meetings are held, these documents are included in the package for information and reference.

1. Call to Order & Opening Prayer

The Open Session meeting was called to order at 5 p.m. Sister Louise opened the meeting with a prayer.

Declaration of Conflicts

This item allows trustees the opportunity, based on the approved agenda, to express a conflict of interest with any items. No conflicts were expressed at this time.

Presentation

Wound Care at HDS

A presentation on the Wound Care program at Hotel Dieu Shaver was provided by Ms. Stacey Hancharyk, Manager, In-patient Nursing Rehab & Restorative Care.

HDS has a Nurse Practitioner led wound care team including wound care champions and interdisciplinary team members. Champions assist with wound identification, assessment, measurement and photograph, dressing selections and reassessments. The role and responsibilities of the champions were outlined noting that the advancement of their own knowledge and dissemination to their peers promotes self-confidence, collaboration and improved care for the patients. The key to the success of the program includes initiation of the assessment and treatment process upon patient admission until discharge. Assessment tools assist with staging or rating the level of the wound. The various resources available include policies, order sets, resource binders, educational sessions and bed and surface algorithms. Daily assessments assist with identifying progress of the wound and determining next steps.

The efforts and care provided by the entire team were recognized noting that wound care is challenging for providers and patients /families and impacts the patients' quality of life. Ms. Hancharyk was thanked for the presentation and excused from the meeting.

2. CONSENT AGENDA (includes Minutes, Reports & Information)

No items within the Consent Agenda were identified to be moved to the Strategic Agenda.

- **Board of Trustees meeting minutes, November 14, 2023**

The minutes were presented, reviewed and approved through the Consent agenda motion.

3. Business Arising

--

4. Reports:

- **Leadership Report – December 2023**
-Employee Incident Report
- **Communications/PR Report – no report**
- **Foundation Report – December 2023**

The reports were presented for information.

5. Correspondence:

Pre-circulated:

- Daily news
- Letters of thanks

The letter of thanks was pre-circulated.

Motion **Moved by:** **Mr. G. Leach**
 Seconded by: **Ms. B.L. Souter**

“That the Consent Agenda items be approved.”

CARRIED

6. STRATEGIC AGENDA

Minutes:

- **Audit Committee minutes, November 21, 2023**
 -September Balanced Scorecard

The minutes and Balanced Scorecard were presented and reviewed.

Motion **Moved by:** **Mr. B. Lawler**
 Seconded by: **Ms. A. Carter**

“That the Audit Committee minutes dated November 21, 2023 be approved.”

CARRIED

- **Medical Advisory Committee minutes, November 29, 2023**

The minutes were presented and reviewed and highlights provided. Dr. Benjamin Tam attended the meeting to provide an update on the status of the new HIS system. Numerous student rotations are scheduled. Dr. Arvinte noted that the committee discussed and approved the COVID-19 Order Set using Paxlovid as the prescribed medication noting that the Pharmacy continues to research other medication treatments.

Motion **Moved by:** **Mr. G. Leach**
 Seconded by: **Ms. N. Medulun-Burke**

“That the Medical Advisory Committee minutes dated November 29, 2023, be approved.”

CARRIED

- **Quality Improvement Committee minutes, November 28, 2023**
 - 23/24 QIP Q2 report
 - in-patient incidents Q2
 - patient relations log Q2
 - in-patient satisfaction to November 2/23

The minutes and reports were presented and reviewed. Although absent today, Mr. Rollo was acknowledged for stepping up to the committee Chair position and efficiently chairing his first meeting.

Motion **Moved by:** **Ms. B.L. Souter**
 Seconded by: **Ms. N. Medulun-Burke**

“That the Quality Improvement Committee minutes dated November 28, 2023, be approved.”

CARRIED

7. Business Arising

--

8. Reports/Other Business

--