

**MINUTES OF THE ALLIED BOARDS OF DIRECTORS  
MEETING HELD ON  
TUESDAY, JANUARY 23, 2024 AT 6:30 PM  
CPDMH BOARDROOM – 211 LAKE AVE E, CARLETON PLACE**

**PRESENT:**

√	A. Champagne	√	D. Oosterhoff
√	C. A. Esnard	√	S. Pirie
√	J. Fournier	√	R. Probert
√	L. Gardiner	√	G. Smith
√	R. Larkin	√	S. Snow
√	L. Learmonth	√	M. Vermette
√	B. Lowry Bagshaw	√	M. Wilson Trider
√	T. Moffa	√	B. Young

**REGRETS:**

X	A. Bennett	X	B. Harvey
X	G. Buckley		

**STAFF:**

√	S. Cousineau	√	Al Roberts, AGH Foundation Managing Director
√	K. Harbord	√	Jeffrey Dale, CEO of the Eastern Ontario Regional Laboratory Association
√	T. McLelland		
√	R. Shaw		

**GUESTS:**

**EORLA Presentation – Jeffrey Dale, EORLA CEO**

L. Gardiner introduced Jeffrey Dale, CEO of the Eastern Ontario Regional Laboratory Association (EORLA). J. Dale provided a presentation about the unique partnership of hospitals across the Champlain region to provide laboratory services and about the new membership agreement that the Allied Boards will consider later in the meeting.

J. Dale was thanked for the presentation and left the meeting.

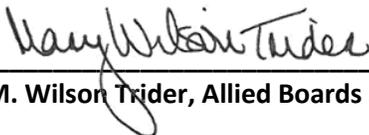
<b>1.0</b>	<b>Call to Order</b>
	The meeting resumed at 7:10 pm.
<b>2.0</b>	<b>Approval of Agenda</b>
	<b>IT WAS MOVED AND SECONDED THAT THE AGENDA BE APPROVED.</b>
	<b><u>MOTION CARRIED</u></b>
<b>3.0</b>	<b>Chair’s Remarks</b>
	<p>The Chair addressed the following:</p> <ul style="list-style-type: none"> <li>Expressed greetings for a happy new year indicating that there will be lots of excitement ahead with the CPDMH new ED, AGH CT Scanner and transition to a new CEO.</li> <li>Informed Directors that the date of the Board Retreat has been set and a calendar invitation will be sent to everyone for April 13, 2024 – location to be determined</li> <li>Reminded Directors to provide input in their meeting evaluation which T. McLelland will be sending out a Survey Monkey link for after the meeting</li> <li>Invited A. Roberts to provide additional information regarding the AGH Foundation: A. Roberts expressed his excitement regarding a significant gift to AGH, its largest in history, totaling \$1.2 million and that a press release will be posted at the end of the week. A discussion was held and A.</li> </ul>

	Roberts was congratulated. A. Roberts recognized G. McKillop's role in securing the gift.
<b>4.0</b>	<b>Consent Agenda Matters</b>
	<p><b>IT WAS MOVED AND SECONDED THAT THE FOLLOWING ITEMS CONTAINED IN THE CONSENT AGENDA BE APPROVED:</b></p> <ul style="list-style-type: none"> <li>a. <b>Minutes of the Allied Boards of Directors Meeting held November 28, 2023</b></li> <li>b. <b>AGH Financial Statements for the eight-month period ended November 30, 2023</b></li> <li>c. <b>CPDMH Financial Statements for the eight-month period ended November 30, 2023</b></li> </ul> <p style="text-align: right;"><b><u>MOTION CARRIED</u></b></p>
<b>5.0</b>	<b>Business Arising from the Minutes</b>
	There was no business arising from the minutes.
<b>6.0</b>	<b>Matters Requiring Decision</b>
	<b>6.1 EORLA Agreement Renewal</b>
	<p>R. Larkin referred to the memo included in the package and noted that the Finance Committee has discussed the Agreement renewal and the MRHA's role in funding EORLA operating costs. Going forward, EORLA financial statements will be reviewed by the Committee annually. No concerns were raised.</p> <p><b>IT WAS MOVED AND SECONDED THAT AUTHORIZATION OF THE CEO AND THE CFO TO ENTER INTO RENEWAL AGREEMENTS INCLUDING A MEMBER SERVICE AGREEMENT AND A SERVICE LEVEL AGREEMENT ON BEHALF OF ALMONTE GENERAL HOSPITAL AND CARLETON PLACE &amp; DISTRICT MEMORIAL HOSPITAL WITH EASTERN ONTARIO REGIONAL LABORATORY ASSOCIATION FOR LABORATORY SERVICES FOR A TEN YEAR TERM BE APPROVED.</b></p> <p style="text-align: right;"><b><u>MOTION CARRIED</u></b></p>
<b>7.0</b>	<b>Matters for Discussion</b>
	<b>7.1 Report of the AGH Chief of Staff</b>
	G. McKillop noted that the Report was included in the package. No questions were raised.
	<b>7.2 Report of the CPDMH Chief of Staff</b>
	A. Champagne noted that the Report was included in the package. No questions were raised.
	<b>7.3 Report of the CEO &amp; Senior Team</b>
	<p>R. Shaw provided a verbal update on the status of the CPDMH ED project noting that it was on schedule for handover at the end of May. An emergency backup generator for the New Emergency Department is scheduled to be delivered Thursday January 25, 2024.</p> <p>R. Shaw provided a verbal update on the AGH CT Scan and provided a presentation on the specifications for the space.</p> <p>M. Wilson Trider noted that the Report was included in the package.</p> <p>No questions were raised.</p>
	<b>7.4 Quality of Care – Good Catch</b>
	The Vice President Patient & Resident Services and Chief Nursing Executive L. Learmonth noted the Good catch included in the package.
	<b>7.5 Quality of Care - Patient Compliment/Concern</b>
	L. Learmonth shared a concern received from CPDMH ED patient. The patient arrived by ambulance at 11:30 pm with wounds on their legs and was assessed by the physician and discharged fifteen minutes

	<p>later. The patient collapsed at home the next day and was taken to Queensway Carleton Hospital (QCH) where he was admitted for one week. The patient called CPDMH while still at QCH indicating that there was no follow up on the swab that was taken at AGH. The Chief of ED reviewed the chart and found gaps in documentation by the physician and the nurses but a prescription had been given and when swab results were received it was charted in the electronic medical record (EMR) that patient was already admitted at QCH and being addressed so no follow up was needed.</p> <p>L. Learmonth shared a compliment from a patient in the AGH emergency department who expressed thanks and appreciation for helping lessen a frightening situation. ED nurses explained all tests, two different physicians were efficient and informative, and medication was given to help with pain. The patient said the community is blessed and privileges to have a hometown hospital like AGH.</p>
<b>8.0</b>	<b>Matters for Information</b>
	There were no matters for information
<b>9.0</b>	<b>Other Business</b>
	T. McLelland, A. Champagne, G. McKillop, K. Harbord, S. Cousineau, R. Shaw, L. Learmonth and A. Roberts left the meeting.
	<b>9.1 Elected Members Discussion with CEO</b>
	<p><b>IT WAS MOVED AND SECONDED THAT THE MEETING MOVE IN-CAMERA.</b></p> <p style="text-align: right;"><b><u>MOTION CARRIED</u></b></p> <p>The Directors continued an in-camera discussion with M. Wilson Trider. No minutes were recorded. M. Wilson Trider left the meeting.</p>
	<b>9.2 Elected Members Only Discussion</b>
	<b>9.2.1 CEO Selection Ad Hoc Committee Meeting minutes</b>
	<p>L. Gardiner referred to the minutes of the CEO Selection Ad Hoc Committee Meetings and provided a summary. A discussion was held.</p> <p>The Directors continued the in-camera discussion. No minutes were recorded.</p> <p><b>IT WAS MOVED AND SECONDED THAT THE MEETING MOVE OUT OF CAMERA.</b></p> <p style="text-align: right;"><b><u>MOTION CARRIED</u></b></p>
<b>12.0</b>	<b>Next Meeting and Adjournment</b>
	<p>The next meeting will be held on March 26, 2024.</p> <p><b>IT WAS MOVED THAT THE MEETING BE ADJOURNED.</b></p>

Approved Minutes signed by:

  
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**L. Gardiner, Allied Boards Chair**

  
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**M. Wilson Trider, Allied Boards Secretary**