

**Kemptville District Hospital (KDH)
Board of Directors Meeting
Thursday, January 23, 2025
Via Microsoft Teams
6:30 pm
Minutes**

1. **Call to Order:** E. Bonokoski, Board Vice-Chair, called the meeting to order at 6:33 pm.
2. **Regrets / Quorum / Declaration of Conflicts:** Quorum was established and there were no conflicts declared.

Directors:	Present	Regrets		Present	Regrets		Present	Regrets
G. Bebeung		√	J. Nolan (Chair)		√	Dr. C. Sentongo	√	
D. Boyce	√		M. Norenberg		√	P. Snelling	√	
E. Bonokoski	√		D. O’Sullivan		√	F. Vassallo	√	
G. Enei	√		J. Panciuk		√	T. Wood	√	
G. LeVasseur	√		Y. Pelletier		√	G. Wyse	√	
S. Mincoff	√		A. Rancourt	√		A. Yee		√
Dr. L. Luong		√	S. Saslove	√		H. Zipes	√	
K. Hogue	√							

Management, Staff & Guests:

B. Rivard	√		J. Westendorp	√		M. Laughton (Recorder)	√	
C. Love	√		Dr. V. Roth	√		Dr. G. Hebert	√	

Board Vice-Chair E. Bonokoski made the following Territorial Acknowledgement:

In the spirit and understanding that we continue to gain in today’s world, we would like to acknowledge the Algonquin nation, whose traditional and unceded territory we are gathered upon today. Also, for those attending remotely, acknowledgement is given for the lands they are located on at the time of the meeting.

3. **Additions/Changes to the Agenda:** There were no additions or changes to the agenda.
4. **Re-affirming the KDH Mission**
 - A. Rancourt reaffirmed the mission.

5. Client Centred Care – Patient Stories

Senior Leadership conveyed a compliment and a complaint, including the learning opportunities resulting from the complaint investigation.

On a motion duly made and seconded, the Board went “in-camera”.
On a motion duly made and seconded, the Board came out of “in-camera”.

6. November 28, 2024 Board Meeting Minutes

On a motion duly made, seconded, and carried, without abstentions, the Board approved the November 28, 2024 Board meeting minutes, as presented.

7. Consent Agenda

The Board reviewed the consent agenda.

On a motion duly made, seconded, and carried, without abstentions, the Board approved the consent agenda consisting of:

7.1 An approval of the receipt of the following items for information:

- 7.1.1. *Compliance Certificate*
- 7.1.2. *Chief Nursing Executive (CNE) Report*

On a motion duly made and seconded, the Board went “in-camera”.
On a motion duly made and seconded, the Board came out of “in-camera”.

12. Credentialing

On a motion duly made and seconded, and carried without abstentions, the Board approved that hospital privileges for the following physicians, who have been credentialed as set out under Article 7 Appointment and Reappointment to Professional Staff of the Professional Staff Bylaws, be approved by the Board of Directors:

Temp	App	Re-App	Physician	Privilege Category	KDH Primary	Change	Other
	√		Dr. Alexander CORET	ACTIVE, Radiology		√	<i>From Courtesy to Active</i>
	√		Dr. Matthew DI SILVESTRO	COURTESY, Ortho Surgery			
√			Dr. Sara EL JAOUHARI	TEMPORARY, Emergency			<i>TOH Temporary approval until March 31, 2025</i>
	√		Dr. Paul JAMIESON	COURTESY, Ortho Surgery			
		√	Dr. Cathal O’LEARY	COURTESY- Radiology			
	√		Dr. Binh Quoc Huy LE	COURTESY, Radiology		√	<i>From Temporary to Courtesy</i>

							(Given temporary until Board approval)
	√		Dr. Bogdan MATACHE	COURTESY, Ortho Surgery			
		√	Dr. Anabel SCARANELO	Courtesy-Radiology			

STATEMENT OF COMPLIANCE

It is attested that currently all physicians practicing at Kemptville District Hospital hold valid privileges.

13. Medical Staff Policies

The Board had received the following policies proposed for approval:

- Policy 13: Consent / E-Consent for Procedure
- Policy 22: Managing Laboratory Culture Results

Dr. Sentongo highlighted that the *Consent / E-Consent for Procedure* policy changes the method by which consents are obtained for procedures. Instead of obtaining the hard-copy signature of the patient, physicians can now obtain verbal consent and sign-off themselves indicating that consent was given.

The reasons for this change are:

- Improve workflows:
- Make filing, and locating copies, of consents easier. Every patient will receive a copy of the signed consent.

This process has been adopted by the Atlas Alliance, and KDH is a later adopter of the practice because it wanted to observe how its implementation went at other hospitals. Dr. Sentongo noted that this approach has been reviewed by the College of Physicians and Surgeons of Ontario and the Canadian Medical Professional Association and the Ottawa Hospital's legal team. As an additional level of confirmation of consent, a physician can request that a witness be present at the time that consent is given.

On a motion duly made, seconded, and carried without abstentions, the Board approved the following medical staff policies, as presented:

- ***Policy 13: Consent / E-Consent for Procedure***
- ***Policy 22: Managing Laboratory Culture Results***

14. Review of Surgical Visioning Plan

Dr. Sentongo presented the surgical visioning plan which was included in the meeting package as appendix J. The goal of the plan is to provide a roadmap for achieving the surgical department's goals over the next five years. The plan provided:

- An overview of the current surgical offerings

- A review of operating room (OR) funding
- An analysis of KDH surgical volumes relative to other hospitals
- Patient satisfaction as an indicator of quality
- A Strengths, Weaknesses, Opportunities, and Threats (SWOT) analysis supported by data; and,
- The identification of the following five strategic priorities for the surgical department over the next five years:
 - Expand and strengthen partnerships with other institutions and surgical groups;
 - Improve OR staffing and engage physicians, nurses, and community stakeholders
 - Enhance inpatient capacity
 - Expand surgical offerings focusing on plastics and total joint replacements (TJR)
 - Enhance OR efficiency and optimize use of surgical space by relocating minor procedures to Clinic spaces.

15. KDH Board Action Registry: No outstanding actions.

16. Next Meeting: Thursday, February 27, 2025 at 6:30 pm via Teams

On a motion duly made and seconded, the Board went “in-camera”.

18. Meeting Termination: There being no further business, the meeting was terminated on a motion at 8:40 p.m.

Frank Vassallo

Frank Vassallo (Mar 20, 2025 11:29 EDT)

F. Vassallo, CEO

Erin Bonokoski

Erin Bonokoski (Mar 17, 2025 09:56 EDT)

E. Bonokoski, Board Vice-Chair