

**Minutes of the Annual Meeting of the Sensenbrenner Hospital Corporation held in the Sensenbrenner Hospital Cafeteria on Wednesday, June 22, 2016.**

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Present:	Members	-	15
	Non-Members	-	1
	News Media	-	0

At 19:05, the Acting-Chair, Mrs. Kelly Vos, called the meeting to order stating that it is a duly-constituted meeting advertised in the Northern Times and Le Weekender on June 2 and 9, 2016.

**MINUTES OF PREVIOUS MEETING** – June 17, 2015

It was moved by Mr. Dany DeGrace, seconded by Mrs. Wendy Guillemette and CARRIED,

“That the Annual Corporation minutes of June 17, 2015, be approved.”

**BUSINESS ARISING** - Nil.

**CHAIR, BOARD OF DIRECTORS' REPORT**

(Mr. Gilles Audet entered the meeting at this time.)

The Board Chair's Report was not formally presented in the absence of Mr. Gary Fortin. Members were encouraged to review same.

**CHIEF EXECUTIVE OFFICER'S (CEO) REPORT**

Mr. Al Yarush reported that Sensenbrenner Hospital continues to struggle with a level of operating revenue which is insufficient to offset the ever increasing costs being incurred to maintain the services being provided. Accordingly, an operating deficit is being incurred and financed with hospital working capital. The North East Local Health Integration Network (NE LHIN) has proposed an extension to the Hospital Services Accountability Agreement (H-SAA) until September 30, 2016. In the interim, an Operational Assessment conducted by Hay Group Consulting will be considered with a view to moving closer to a balanced level of revenues and expenses.

The CEO reported the imbalance of medical manpower across the province continues to challenge the provision of health services with many residents of the catchment area not having access to a primary care provider and therefore forced to utilize the Emergency Department as an alternative. However, the same shortage of physicians presents significant challenges in maintaining Emergency Department coverage, and since August 1, 2013, Sensenbrenner Hospital has received the support of the HealthForceOntario (HFO) Emergency Department Coverage Demonstration Project (EDCDP). The program is an interim resource to the province's relative highest need hospitals to maintain ED coverage as a complement to recruitment efforts for sustainable coverage. The support of the program is very much appreciated. Sensenbrenner Hospital together with local municipalities continues to support the Kapuskasing and District Health Care Recruitment and Retention Committee (KDHCRC) in their ongoing efforts to attract medical manpower to the catchment area.

Mr. Yarush expressed his sincere appreciation to the Board of Directors for the support and encouragement they have provided over the years. A similar thank you was expressed to all members of the Medical Staff for their ongoing support and interest in all of the hospital's functions and services.

The Auxiliary was also commended for their significant contribution, not only to the financial demands of capital equipment replacement, but for the countless hours of volunteer time which impacts directly upon quality patient/client care. The CEO also thanked all the personnel at Sensenbrenner Hospital for the cooperation and dedication displayed throughout the past years.

### **FRENCH LANGUAGE SERVICES ADVISORY COMMITTEE (FLSAC) REPORT**

Mrs. Madeleine Paquette, FLSAC President, reported the Committee convened on three occasions in 2015/2016. The main goal of the Committee is to encourage the population to utilize the French-language services offered at Sensenbrenner Hospital.

During the National Francophone Week, an invitation was received from CKGN radio station to promote the goals to area residents from Fauquier to Opasatika. The opportunity was seized to encourage students and people looking to make a career change to enquire about the many choices offered in the health care industry and other related fields. Listeners were also invited to fill out the "*We Care What You Think*" survey, as the comments received are used to improve the quality of internal or external services offered to the patients/clients of Sensenbrenner Hospital.

Mrs. Jessica Allarie, Director, Human Resources (HR), and Mrs. Paquette attended the Carrefour Santé meetings which brings together health care agencies and representatives of municipalities from Fauquier to Opasatika. Further to the discussions, recommendations were made and sent out to the LHIN.

Mrs. Paquette reported that all 25 designated positions which became vacant during the period of 2015/2016 were filled with bilingual staff members. Every year, French courses are offered to employees wishing to better communicate with French-speaking patients/clients.

Mrs. Paquette thanked the FLSAC members for their commitment and their expertise which allows the FLSAC to fulfill its mandate. The following individuals currently sit on the FLSAC: Mrs. Murielle Turcotte, Mr. Pierre Dorval, Mrs. Carole Lessard, Mr. Jos Matko, Mrs. Tanguay.

Mrs. Paquette thanked the members who completed their mandate throughout the year. With the support of these resources, the FLSAC's job was made much easier. These people are Mrs. Allarie, Mrs. Diane Levesque, Mrs. Carole Lafontaine, Ms. Elsa St-Onge, Ms. Mélanie Roy and Mrs. Melanie Scott.

### **CHIEF OF STAFF'S REPORT**

Dr. Michael Power, Chief of Staff, reported that the past year has brought changes in the make up of Sensenbrenner Hospital's Medical Staff and the way the staff operates.

Dr. Power wished Dr. Claude Boucher a long and happy retirement after a number of years of dedicated services to the community and welcomed Dr. Jessica Kwapis, General Surgeon, who opened her new surgical practice in January 2016. Dr. Danelle Martin, Family Practitioner, a Northern Ontario School of Medicine (NOSM) graduate, plans to start a family practice this summer.

Dr. Sheila MacIntosh, Medical Resident, returned to complete another year of training, and Dr. Nicolas Sylvestre, Medical Resident, started his first year of family practice residency training in July, 2015. Both physicians in training will be great assets to the community when they eventually open their practices.

The Chief of Staff reported our Hospitalist Program began in August 2015, whereby both locum physicians and local physicians cover in-patients exclusively on a weekly basis. This has helped to alleviate the in-patient burden on local physicians, and allows them to spend more time in their clinics.

Sensenbrenner Hospital continues to rely on HealthForceOntario (HFO) to help with staffing the Emergency Room; this has been of great benefit in ensuring continuous Emergency Room coverage.

Dr. Power noted the outlook looks somewhat brighter with respect to recruitment of physicians to our area and looks forward to the day when the Medical Staff is close to full complement, in order to continue providing high level medical care to the community.

Finally, Dr. Power expressed his appreciation to Mr. Yarush on behalf of the Medical Staff and wished him a happy and healthy retirement.

### **AUXILIARY REPORT**

Mrs. Guillemette, President of the Sensenbrenner Hospital Auxiliary Inc., reported the 2015/2016 Executive was comprised of Cecile Dinnissen, treasurer and Aline J. Dufresne, Secretary. The position of Vice-President, remained vacant at the time.

Mrs. Guillemette reported that during the month of April 2015, the Auxiliary held their annual meeting, assisted with the CNIB Eye Van, attended the Volunteer Appreciation Tea and the James Bay Regional Conference held in Hearst.

The 48<sup>th</sup> Annual Hey Day was held September 16, 17 and 18, 2015. The total proceeds of the event were \$32,800.00. The President of the Auxiliary thanked Aline Carriere and all 146 workers for their dedication.

On October 23, 2015, the Kapuskasing Chamber of Commerce presented the 2015 Excellence Award for Not-for-Profit Organization to the Auxiliary in recognition of their years of volunteer services to the Hospital and what that has provided for the people of Kapuskasing and surrounding communities.

The members of the Auxiliary continue to sell Hospital Equipment Lottery Project for People (HELPP) tickets in the Hospital lobby every Tuesday and Thursday. Volunteers also continue to assist with bingos and special lunches year round in the Continuing Care Unit (CCU).

Mrs. Guillemette regrettably reported the loss of Mrs. Marie Gagnon in November, 2015. Mrs. Gagnon was a very active Auxiliary member and volunteer who dedicated years of service to the Auxiliary. She will be especially missed in the Gift Shop.

The President of the Auxiliary reported they were pleased to present cheques totalling \$100,000.00 to Mr. Yarush, CEO, towards the ultrasound machine purchased for Sensenbrenner Hospital.

On November 2 and 3, 2015, Mrs. Guillemette attended the Hospital Auxiliaries Association of Ontario (HAAO) "Active and Alive in 105" Convention in Toronto; an informative two-day event including annual meeting, workshops, round table and dinner.

The Gift Shop contributed \$22,000.00 to the General Fund in 2015. The Annual Gift Shop Open House was held on November 13, 2015, followed by a Bake Sale and Black Friday specials on November 27, 2015.

Mrs. Guillemette reported dinner meetings were held on June 10 and December 7, 2015; the Annual Pot Luck dinner was held on February 15, 2016 and 85 volunteers attended; Bursaries were given to students studying in Healthcare. The recipients of the \$1,000.00 were: Emilie Larochelle from Cité des Jeunes; Emily Millette from Kapuskasing District High School and Tess Jones from Echo du Nord.

Mrs. Guillemette expressed her gratitude to all of the volunteers who contributed countless hours to make the Auxiliary so successful. She also thanked Sensenbrenner Hospital Administration, Hospital Board of Directors and staff as well as Kapuskasing and surrounding area residents for their continued support.

### **TREASURER'S REPORT**

Mrs. Lysakowski presented the Treasurer's Report for the fiscal year 2015/2016, beginning by congratulating Mr. Keith Landriault, Assistant Administrator, Finance and Hospital Services (AAF&HS) on his retirement March 31, 2016, and welcomed Mrs. Chantal Boyer-Brochu, CPA, CGA, as his replacement. Chantal brings with her over 15 years of financial accounting experience.

Mrs. Lysakowski reported that at the start of the 2015/2016 fiscal year, a deficit for Sensenbrenner Hospital of \$1,010,286.00 was anticipated. Revenue from all sources totaled \$21,545,034 and expenditures totaled \$22,040,230.00 which resulted in an overall deficit of \$495,196.00. This decrease in the deficit was due to the efforts of all staff in improving efficiencies. The complete financial statements are available in the Finance Department for review.

The Hay Group Health Care Consulting performed an operational assessment of Sensenbrenner Hospital. The assessment reviewed the entire operations of the Hospital with the intent of finding efficiencies and cost savings in order to balance our financial position. The draft copy of the report was presented to the Board of Directors on June 1, 2016, with the final copy expected in the next few weeks. Senior Management has already met to review the findings and is engaged in implementing the proposed recommendations that will be beneficial to the organization.

Also in 2015/2016, \$471,852.00 was spent on the building and equipment for the Hospital. Funding of \$113,444.00 was received from the Health Infrastructure Renewal Fund (HIRF) to upgrade the fire detection system.

Mrs. Lysakowski expressed thanks to the individuals, corporations and service organizations throughout the area who continue to support the Hospital with their charitable donations and/or volunteer work. In particular, the Board of Directors recognized the efforts of the Sensenbrenner Hospital Auxiliary who donated \$100,000.00 this year. Since April 1, 1993, the Auxiliary has contributed a total of \$730,840.00 towards the purchase of equipment.

In conclusion, Mrs. Lysakowski thanked the members of the Finance Committee, the Board of Directors and Administration for their support and cooperation during the past year.

### **AUDITOR'S REPORT**

Mrs. Lysakowski presented the Auditor's Report as at March 31, 2016, for the membership's information, which included the Independent Auditors' Report; Balance Sheet; and Statement of Revenues, Expenditures and Fund Balance. Members wishing to review the full financial statements were encouraged to contact Mrs. Boyer-Brochu

### **BUSINESS AND NEW BUSINESS** – Nil.

### **ELECTION OF OFFICERS**

Mr. Yarush presented the Nominating Committee report which reflected there were three (3) candidates for the two (2) openings on the Board of Directors, therefore an election was required. The three (3) candidates, Mr. Rick Bartlett, Mr. Marcel Drisdale and Mrs. Lysakowski, were provided the opportunity

to introduce themselves to the membership and elaborate on their interests for participating on the Board of Directors. A secret ballot was held and the following trustees were declared the successful candidates: Mrs. Lysakowski and Mr. Drisdale.

It was then moved by Mrs. Paquette, seconded by Mr. DeGrace and CARRIED,

“That the election ballots be destroyed.”

AMENDMENTS TO THE BY-LAWS – Nil.

UNFINISHED AND NEW BUSINESS – Nil.

PRESENTATION OF APPRECIATION PLAQUES

Mrs. Vos presented Mr. Yarush with a plaque in recognition of his 30 years of service with Sensenbrenner Hospital on behalf of the Board of Directors.

APPOINTMENT OF AUDITORS FOR 2016/2017

It was moved by Mr. Drisdale, seconded by Mrs. Allarie and CARRIED,

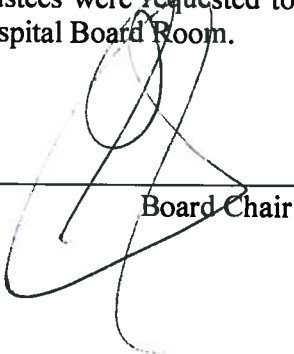
“That the firm of Collins-Barrow, Chartered Accountants, be reappointed auditors for the 2016/2017 fiscal year.”

ADJOURNMENT

At 19:37, it was moved by Mrs. Lysakowski, seconded by Mr. Audet and CARRIED,

“That the Annual Corporation meeting be adjourned.”

Trustees were requested to attend the Annual Meeting of the Board of Directors in the Sensenbrenner Hospital Board Room.

  
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Board Chair

  
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Board Secretary

  
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Recording Secretary

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