

WDMH Board of Directors
 Wednesday November 25, 2025 @ 5:00 p.m.
 HYBRID: Dillabough Board Room & Teams

Chair: Jennifer Milburn

Present	Jennifer Milburn, Tamara Williams, Bill Woods (virtual), Loriann Harbers, Andrea Jewell, Bruce Millar (virtual), Bailey Milne, Eric Stevens, Michelle Perry, Kelly Goulet, Trisha Elliot, Louise Arsenaault, Cholly Boland, Dr. Brian Devin, Michelle Blouin, Janie Desroches
Guest	Kyle Jones, Arnold Scheerder (Dundas County Hospice)
Regrets	Annik Blanchard, Tyson Roffey, Dr Vik Bhagirath
Resource	Lori-Anne Van Moorsel

No.	Item
1.0	Call to Order & Land Acknowledgement J Milburn called the meeting to order at 5:03pm and shared a land acknowledgment.
2.0	Declaration of Conflict of Interest None.
3.0	Agenda Check-In The November 25th, 2025 Board of Directors agenda was approved by consensus.
4.0	Review of Minutes The minutes of October 1 st , 2025, were reviewed. Moved by B Milnes, seconded by B Millar, to approve the WDMH Board of Director minutes of October 1 st , 2025, as distributed. Carried
5.0	Board Education Arnold Scheerder, Chair of the Board for Dundas County Hospice, provided an overview of their service offerings. Board members learned: <ul style="list-style-type: none"> • Nonprofit organization that provides outpatient hospice care and aims to improve quality of life for those suffering from life-limiting illness by addressing individualized needs for support on all levels i.e. spiritual, physical, social, etc. • Variety of supports for clients and caregivers such as equipment loans, therapy, day programs etc. • They are funded 50% from Ontario Health and 50% from charitable donations • They have only 5 part time staff and 45 volunteers • Ways in which WDMH and Hospice strive to work together to improve lives

6.0	<p>Patient Story Kyle Jones, Clinical Manager, presented regarding a recent initiative to reduce the wait time for admitted patients to receive a bed, and how this affected a patient’s experience.</p> <p>The Board learned:</p> <ul style="list-style-type: none"> • New process is to discharge to waiting area as soon as possible so the room can be cleaned and another patient admitted. • surgery. • Process was revised to discharge to a chair outside the patient room where nursing staff are still accessible. Reviewing options for more comfortable seating. •
7.0	<p>Board Reports</p>
7.1	<p>Quality Committee E Stevens shared an overview of the recent Quality Meeting highlighting the informative presentation from Discharge Planning. As well, social work shared a story of a palliative patient and their family members’ varying needs.</p> <p>Senior Friendly Hospital Plan WDMH’s Senior Friendly Hospital Action plan was reviewed.</p> <p>Moved by L Harbers, seconded by M Perry, to approve the WDMH Senior Friendly Hospital Plan as distributed. Carried</p>
7.2	<p>Medical Advisory Committee</p> <ul style="list-style-type: none"> • Report and minutes from October and November are included. • New Neurologist begins in January and is accepting referrals • Search continues for a new Obstetrician & Gynecologist to join full time roster. There have been Quebec physician inquiries but haven’t had anyone interested in relocating to join on full time basis. • Obstetrics & Gynecology on-call coverage continues to be a struggle to fill. Innovative solutions to fill the gaps have been implemented using an initial screening from the GP Obstetrics group before calling in the Obstetrician however there are still closure risks • Dr Nathan Chiarlitti accepted the appointment of Chief Medical Information Officer.
7.3	<p><i>New Professional Staff Appointment and 2025-26 Reappointment</i></p> <ul style="list-style-type: none"> • Dr. Sara-Michelle Gratton – Locum Tenens with admitting privileges, Department of Obstetrics & Gynecology • Dr. Vincent Nguyen - Locum Tenens with admitting privileges, Department of Obstetrics & Gynecology • Dr. Noor Amily– Term without Admitting Privileges, Department of Obstetrics & Gynecology for reading obstetrical ultrasounds (Reactivation of Privileges) <p>Moved by E. Stevens, seconded by A. Jewell that the above list of professional staff privileges be approved. All in Favour. <u>Carried.</u></p>

	7.4	Medical Staff Organization The Medical Staff had an in-person dinner meeting in November where Dr Beth Rivington was recognized for her retirement from regular practice. She continues to hold privileges at the hospital.
8.0	Finance Report	
	8.1	Financial Report – First Quarter The report was shared and, while it appears satisfactory, given the timing of receipts and reporting it does not alter the previously projected deficit. It was noted that our previous Electronic Medical Record vendor, Quadramed, has been provided notice to end our service contract effective November 30th, following the final data extraction and archiving. This will have a positive impact on WDMH’s finances. There is a \$2 million cash advance from the province that is to be repaid by March 31 st 2026. It is intended to ask for another cash advance at that time.
	8.2	Financial Update C Boland reported that the monthly regional planning and performance working group meetings continue. It is anticipated that the next meeting will have a ‘road map’ shared for how to move forward.
9.0	Report of the CEO	
	9.1	2025-26 Strategic Priorities Update C. Boland shared the strategic priorities document noting everything is trending well. Other things to share: <ul style="list-style-type: none"> - Accreditation took place last week and only 11/1300+ standards were unmet - Meeting with Ontario Health took place regarding MRI WDMH was encouraged to continue reaching out to the Ministry for updates. - Respiratory season is upon us. - CUPE has reached a tentative contract. ONA’s 2% increase is under judicial review. - EV stations were recently installed and will be activated soon. - In October we had our Long Service Awards and Dr Don Merrett was recognized for 50 years of service to WDMH
	9.2	Strategic Planning Update Planning continues. Our November presentations from The Ottawa Hospital (TOH) are included in the package for reference. Next steps: <ul style="list-style-type: none"> - Past Board Chair dinner takes place December 4th (focus group) - In January, additional focus groups will take place for medical staff, all staff, leadership and Board. The January Board Executive meeting will be utilized for this purpose. - Internal and external surveys are complete, and results will be shared in December As it relates to TOH’s presentation on AI, J Desroches shared an overview of the Artificial Intelligence (AI) pilot taking place at WDMH.

		<ul style="list-style-type: none"> - AI is life changing - It is too early in the pilot project to share data, but it is trending well for Physicians to see 2-3 more patients per shift with the use of AI - Early adopters indicate it takes time to set up but once that time is invested, there are huge time savings and improved patient flow - Many questions regarding risk and privacy - Investigate adoption of AI policy - AI updates to be included on future agendas
	9.3	Cybersecurity Update Nothing new to share.
	9.4	Workforce Survey Results M Blouin provided a summary of the Workforce Survey results. She noted that this is a newer survey therefore there is not much historical data for comparing year.
	10.0	WDMH Foundation Report T Elliot reviewed the Foundation Report, noting the hospital's new CT disbursement is included as well as revenue funds for the new Dundas Manor. It was also shared that the Judy Lannin Christmas Tree lighting will take place in December.
	11.0	WDMH Auxiliary Report L. Arsenault noted that the Gift Shoppe continues to look for volunteers. There is a new debit machine which allows for more purchases therefore increased revenue. Partnership with the WDMH Foundation is going well.
	12.0	Report of the RHI Board C. Boland shared some updates from the RHI Board report: <ul style="list-style-type: none"> • Construction 75% complete, on budget and on schedule. Recruitment of staff to service clients in the new manor is in progress. • 24 internationally trained nurses are working and will be recognized at an upcoming community event. • \$3 million remaining to be raised.
	13.0	Governance
	13.1	Board meeting evaluation – October 2025 The evaluation was reviewed. J. Milburn requested more participation in future evaluations.
	13.2	Chief of Staff Appointment C Boland shared an overview of the recruitment process for new Chief of Staff. Having no applicants, Dr Brian Devin agreed to extend another 3-year term. The Medical Advisory Committee and Medical Staff Organization are in support of this appointment. Moved by T Elliott, seconded by T Williams that the Board approve Dr Brian Devin for third, three-year term.

		Carried
	13.3	Executive Committee Minutes The November Executive Committee minutes are shared with the package for information.
14.0	Communications & PR Considerations	
	<ul style="list-style-type: none"> - Accreditation - Staff survey results 	
15.0	Next Meeting:	
	The next meeting will take place February 24 th 2026, at 5pm in person in the Dillabough Boardroom (weather permitting).	
16.0	Adjournment	
	Meeting adjourned at 7:13pm.	
17.0	In-Camera Meeting	
	An in-camera meeting followed the regular meeting.	