



**MINUTES** of the **BOARD OF DIRECTORS** meeting held on **Thursday, February 06, 2020**, 17:00 hours, Met Auditorium, Met Campus, 1995 Lens Avenue, Windsor, Ontario.

**PRESENT:**

Dan Wilson, Chair	Lynne Watts	Dr. Joslyn Warwaruk (ex-officio, non-voting)
Genevieve Isshak	Anthony Paniccia	Dr. Wassim Saad (ex-officio, non-voting)
Paul Lachance	Dr. Laurie Freeman	Dr. Anil Dhar (ex-officio, non-voting)
Michael Lavoie	Patricia France	Karen McCullough (ex-officio, non-voting)
Pam Skillings	Cynthia Bissonnette	David Musyj (ex-officio, non-voting)
Penny Allen	John Leontowicz	Dr. Larry Jacobs (ex-officio, non-voting)
Arvind Arya		

**STAFF:**

Executive Committee

**GUEST:**

Dr Wajit Ahmed, Medical Director of Public Health

**REGRETS:**

Dr. Anat Ravid (ex-officio, non-voting)

**1. CALL TO ORDER:**

The meeting was called to order at 1701 hours with Mr. Wilson presiding as Chair, and Ms. Clark recording the minutes. The Chair welcomed Dr. Ahmed to the meeting. He will be available for interviews with the media after the adjournment of the open meeting.

**2. DECLARATIONS OF CONFLICT OF INTEREST:**

None noted.

**3. PREVIOUS MINUTES – January 09, 2020**

The minutes of the January 09, 2020 Board of Directors meetings had been previously distributed.

**MOVED** by Ms. P. France, **SECONDED** by Ms. L. Watts and **CARRIED**

**THAT** the minutes from the January 09, 2020 Board of Directors meeting be approved.

**4. REPORT OF THE PRESIDENT & CEO:**

Mr. Musyj referred to his submitted report. Highlights are reflected below:

- In his report, he mentions the coronavirus. Dr. Ahmed, Medical Director of the Public Health office, has taken time out of his day and will be available to answer questions that may arise during the break. Mr. Musyj referred to the map from Johns

Hopkins, which indicated the number of the coronavirus cases around the world. Canada currently has five cases; 2 in Toronto, 2 in Vancouver and 1 in London. Mr. Musyj stated he has had ongoing discussions with the EMS/Erie Shores and the Health office. The EMS has a special phone to communicate with the Emergency Departments. We have had a screening tool since the SARS days. There are no positive coronavirus cases in Windsor. If that occurs, we will communicate with the community. We will work with Public Health Ontario to determine if the patient passes the test. We have had 5 patients who have been swabbed but those tests came back negative. We have sufficient PPE for ourselves for an extended period of time. The Province has done an amazing job regarding the co-ordination of this. All hospitals have shared their PPE inventory if there is a hot spot. Unfortunately when something like this happens, the N95 masks and PPE get used quickly. We keep a good stock on site.

On January 30, the World Health Organization announced this was an emergency. Canada and the U.S. have brought back U.S. and Canadian citizens from outside the country and are quarantining them for 14 days. The local Ontario cases that were positive, are both home now. The patients were treated and are doing well now.

When you look at the number of deaths, the number of influenza deaths are much greater.

#### 5. **SCHULICH REPORT:**

Dr. Jacobs referred to his submitted report.

Dr. John Yoo, the new Dean, will be travelling to Windsor tomorrow to meet everyone.

The Windsor Campus Awards of Excellence night will be held on April 07.

The 4<sup>th</sup> year medical students are now completing their CARMS interviews. Their match date is March 3, 2020.

The Windsor Campus has been given the opportunity to establish ourselves more than in the past, especially across the border regarding learning.

#### 6. **FINANCIAL PRESENTATION & TREASURER'S REPORT:**

Mr. Lavoie reported.

**Payroll:** \$1.044M surplus YTD – been reporting for the last several months.

**Patient Day volumes:** December was very similar to November, 2019.

Mr. Lavoie reviewed the current year actual vs. budget for:

- Salaries & Wages
- Employee benefits
- Medical staff remuneration
- Medical & surgical supplies
- Drugs

- Supplies & other expenses
- Long term interest
- Equipment lease/rental
- Equipment amortization

The resulting deficit from the Hospital – \$1.5 million

**Revenue:**

- Base and one time - \$2,460K unfavourable; CMI variance \$3,074K
- Patient services - \$2,040K favourable
- Ministry Drug re-imbursments – favourable \$1,685K
- Other recoveries - \$1,778K favourable

**YTD Expenses:**

- Salary and wages \$1.044M favourable
- Net Patient Services Revenue and Medical Staff remuneration \$795K unfavourable,
- Med surg supplies \$470K favourable (OR – Met \$241K, Interventional DI \$345K, and Cath Lab \$127K)
- Drugs – retail pharmacy margin of drugs to revenue is \$190K favourable
- Other supplies and expenses - \$2,311K unfavourable

**Patient Access:**

This is on target. The numbers for LOS at both campuses are where we expected them to be.

**Patient Volume – December 31, 2019:**

ED visits and holds at Met are below previous year, slightly above at Ouellette. Weighted cases are down from last year at Met and slightly higher at Ouellette.

**Sick time:**

There are not a lot of changes from previous month.

**7. CONSENT AGENDA:**

**MOVED** by Mr. M. Lavoie, **SECONDED** by Dr. L. Freeman and **CARRIED** THAT the report of the January 27, 2020 Finance/Audit & Resources Committee meeting be accepted.

**8. CORRESPONDENCE/PRINTED MATTER:**

- Electronic version of the new media report

**9. DATE OF NEXT REGULAR MEETING:**

**Thursday, March 05, 2020, Met Auditorium**

**10. BOARD MEMBERS QUESTIONS, COMMENTS OR NOTICES OF MOTIONS:**

None.

**11. ADJOURNMENT:**

There being no further business to discuss, it was

**MOVED** by Mr. A. Arya, **SECONDED** by Mr. J. Leontowicz and **CARRIED**  
**THAT** the February 06, 2020 Board of Directors meeting be adjourned at 1722 hours.

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Dan Wilson, Chair  
Board of Directors

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Cheryle Clark  
Recording Secretary

/cc