




Date: December 8, 2023  
 Time: 1:00pm – 2:30pm  
 Location: HMFHC Meeting Room #02-231  
 Invited: Debbie Derouin, Marianne Fletcher, Tam Gallagher, Melissa Cummins, Sarah James, Leslie Motz, Laura Horn, Sara Pereira, Emma Hillman (recorder), Rebekah Laughland

Managers: Elisa Lisella  
 Absent:

Item	DESCRIPTION	Lead/Time
1.0	<b>Call to order</b>	
2.0	<b>Approval of Agenda</b>  <b>2.1 Previous Minutes</b>   October Minutes.pdf	Approved
3.0	<b>Opening Remarks/Welcomes</b>	
4.0	<b>Review of Last Meeting's Action Items:</b> <b>ACTION:</b> Bring forward agency service agreements to determine language RE: Commitments to the organization – <i>Complete</i>  <b>ACTION:</b> IT to provide an update on the IWA Online process - <i>Defer to January, Imran to attend and provide update</i>	
5.0	<b>Ongoing/Standing Agenda Items</b> <b>5.1 – Article 10.11, 10.12 &amp; 10.16</b>  10.11 (d) Outside of BU <i>When applicable</i>  10.12 (c) Agency <i>Provided by Finance Quarterly</i>  - <i>Q3 due December 31, 2023</i>	

	<p>10.16 (b) Vacancies Filled, Rescinded, Unfilled <i>Provided monthly – Next report due January</i></p> <p>10.16 (d) RN/RPN Ratio Date <i>Provided by Payroll semi-annually on March 31 and September 30</i> <i>- Next report due March 31, 2024</i></p> <p>17.8 EI Rebate <i>Provided by Finance following first pay in April</i></p> <p><b>5.2 HAC Trends</b></p> <p><b>5.3 IWA Forms On-Line Update</b></p>	
<p><b>6.0</b></p>	<p><b>Active Business:</b></p> <p><b>6.1 PACU Workload October 31, 2023 &amp; November 6, 2023</b></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">               October 31 PACU.pdf         </div> <div style="text-align: center;">               PACU IWA Nov 6, 2023.pdf         </div> </div> <ul style="list-style-type: none"> <li>- <i>Elisa Lisella attended to speak to above workloads</i></li> <li>- <i>Maintaining ALC rates across the organization</i></li> <li>- <i>October 31 &amp; November 6 there were more surgical inpatients than beds</i></li> <li>- <i>PACU was required to stay overnight to administer care of failed patients</i></li> <li>- <i>Every effort is made across the organization to ensure that PACU staff do not work overnight</i></li> <li>- <i>Plan for on-stream beds on a daily basis</i></li> </ul> <p><b>Union:</b></p> <ul style="list-style-type: none"> <li>- <i>PACU did not anticipate that staff will need to stay and work OT w/o any notice; no contingency planning</i></li> <li>- <i>Patients refusing to leave when reasonably stable and able to discharge</i></li> <li>- <i>Nurses being left alone on the Unit; feel a lack of consideration for Nurse Safety</i></li> <li>- <i>Potential for Day Surgery to work OT and avoid having PACU work doubles to account for failed patients?</i></li> </ul> <p><b>*Sara to take back and discuss at next HAC*</b></p>	<p>Elisa Lisella @ 1:05pm</p>
<p><b>7.0</b></p>	<p><b>New Business/Discussion Items:</b></p> <p>7.1 Review HAC Terms of Reference</p> <ul style="list-style-type: none"> <li>- <i>Potential to meet every other month, but maintain the second Friday of every month</i></li> <li>- <i>Is there a need to discuss workloads when Managers have responded and there are no concerns?</i></li> <li>- <i>Going forward, Tam would be an invitation on a need-be basis, and provide notice</i></li> </ul>	



# HOSPITAL ASSOCIATION COMMITTEE AGENDA

	- Terms of reference approved as circulated	
<b>8.0</b>	<b>Review of Action Items from this Meeting:</b>	
<b>9.0</b>	<b>Adjournment</b>	
NEXT MEETING: January 12, 2023		