

Geraldton District Hospital
Minutes of the
Regular Board Meeting

Held in the Hospital Boardroom, Tuesday, December 6, 2011 at 6:00 p.m.

Present: Voting	Deanna Thibault Willy Anton Audrey Johnston Melanie Lankin	Victor Chapais Shirley Tyance Dale Randa	Jamie McPherson Dick Mannisto Chico Tschajka
Non-Voting	Dr. Laine Sylvie Duranceau	Kurt Pristanski Diane Kampela (recorder)	Kelly Elliott
Regrets: Voting	Marla Michel		
Regrets: Non-Voting			
Board Composition:	9 Elected	2 Appointments	Total 11
Current Vacancies:	0 Elected	1 Appointments	Total 1
Total Board Members (voting):	11	Present: 10	Attendance: 91%

1. CALL TO ORDER

1.1 The meeting was called to order at 6:05 p.m., by the Chair, Deanna Thibault, following the taking of the annual Board picture.

- D. Thibault asked the Board members about the possibility of changing the January meeting date.

D. Kampela will send an email to all members and ask their preference of either January 3 or 10/12.

1.2 Correspondence:

1.2.1 Health Sciences North

- For member information regarding a name change. The Health Sciences North was formerly Hôpital regional de Sudbury Regional Hospital.

1.3 Board Education: Guide to Good Governance, Second Edition, Chapter 1:

- Members reviewed Chapter 1, Framework for Good Governance. Members all agreed that Geraldton District Hospital's Board of Directors functions very well.
- D. Thibault reported that she attended an OHA webcast and it was reported that all Ontario hospitals are managed and governed by a Board. Ontario is still the only province to have local Boards. All other provinces have some form of Regional appointed Boards.
- D. Mannisto added that the Ontario hospitals' costs are significantly ahead of other provinces and also that quality of service is very good in Ontario hospitals.
- **Chapter 2, Hospital Accountability and Stakeholder Relations, will be reviewed next month.**

OHA HealthAchieve Conference Verbal Reports:

- W. Anton provided her verbal report, noting that there were excellent speakers at the conference. Attending the conference was a very valuable experience. She attended a Northern Rural session, which had 3 speakers. Another session was regarding virtualization, noting that healthcare will be like an ATM in the future. She also attended a French Language Service (FLS) session and she feels that the Hospital is doing quite well. She added that it was proposed to have a yearly FLS conference and a FLS group within the OHA.
- A. Johnston provided her verbal report, noting that the FLS session was all in English and she believes that the Hospital's FLS Plan is a good Plan. She attended a very touching session by a physician regarding "I shall not hate". Michael J. Fox's session was also very touching. One session was from Paul Huschilt regarding stress; Seven Humor Habits for Thriving in Stressful Times. "We can manage stress if we look

how we react". She also attended a quality improvement session, adding that "we express ourselves more when setting targets and it helps us move forward". A. Johnston reported that attending the conference was a good opportunity.

- D. Mannisto provided his verbal report, noting that he attended the OHA AGM on Sunday afternoon. A new Board Chair was been elected; Janet Davidson, noting that Tom Closson is retiring next month. He reported that as stated by Michael J. Fox, anything is possible, "a woman gave birth to her own baby in a tree". It was a good conference.
- W. Anton and A. Johnston both agreed that it was very difficult to find the proper topics/sessions to attend the way things were set up in the booklet this year.
- K. Pristanski provided his verbal report. He attended the OHA AGM, as well as the OHA Region 1 AGM. He attended a Quality Improvement Planning session and noted that good points were provided for targets. Michael J. Fox's session was very inspiring. The Rural Health Care speakers were very good. He also attended a Capital Planning session and it was reported that there is no money. Not many projects will be approved. He also attended a session by Dr. Abuelaish, an obstetrician from Gaza who works in Israel, who reported that times are tougher in other parts of the world. Deb Matthews promised that there would be no funding cuts. It was a very good conference.
- A. Johnston reported that the date for next year's HealthAchieve is November 5-7, 2012.
- D. Thibault encourages everyone to attend.

2. ADOPTION OF THE AGENDA

- D. Thibault asked if there were any amendments to the agenda.
- The following item was added to the agenda:
-Tree of Life Ad Hoc Committee

It was moved by A. Johnston and seconded by S. Tyance to approve the agenda as amended.

Carried

3. DECLARATION OF CONFLICTS OF INTEREST

- None.

4. ADOPTION OF MINUTES

4.1 Regular Meeting, November 1, 2011:

- D. Thibault asked for errors or omissions to the November 1, 2011 regular Board meeting minutes.
- A typo was noted in section 1.4, as well as 2 typos in section 11.0.
- D. Mannisto clarified what he reported in section 6.1 that the OHA is not making the CEO contracts become public, but instead the OHA is advising hospitals on the best practice how to be more accountable in advance of the new Freedom of Information laws starting January 1/12.

It was moved by W. Anton and seconded by C. Tschajka to accept the minutes as amended.

Carried

5 BUSINESS ARISING FROM MINUTES

5.1 Letter to the Honourable Michael Gravelle:

- The congratulatory letter was attached for member information.
- D. Mannisto reported that the Hospital should keep pushing Michael Gravelle, for him to keep pushing Deb Matthews regarding the Capital Project.
- K. Pristanski added that the Board should wait for further news regarding the B.A. Parker school property before sending another letter.
- **Hopefully further information will be available by the next meeting in order to strategically plan the next step.**

5.2 OHA Conference: Available via Webinar or Archives:

- D. Kampela reported (from an email received) that the conferences will not be available via webinar, nor will they be available in archives.

5.3 Board Planning and Cycle Agenda Control: Distributed:

- The revised Cycle Agenda Control was redistributed.
- A. Johnston reported that the education section of the agenda should be revised since the Board will not be reviewing the Effective Governance for Quality and Patient Safety binder. It should be replaced with the

<p>Guide to Good Governance education.</p> <ul style="list-style-type: none"> • Members requested to have the revision dates added to the agenda. • D. Kampela will make the revisions and redistribute. <p><i>5.4 Effective Governance for Quality and Patient Safety:</i></p> <ul style="list-style-type: none"> • K. Pristanski, D. Mannisto, W. Anton and A. Johnston attended the teleconference by a Canadian Patient Safety Institute (CPSI) Consultant. • K. Pristanski reported that N. Smith was very appreciative of the Hospitals plans and what GDH has accomplished. • K. Pristanski and D. Mannisto reported on the items that Board members promised to review: <ul style="list-style-type: none"> -Review QIP and Strategic Plan to determine they are aligned. This was completed by the QI Committee. -Reinforce that the line between the Board and Management is broad. (The Board's role is to ask questions; members concurred that this gets done). - Review Mission, Vision, Values to ensure they lead to a culture of quality and patient safety. (The Board will be reviewing the Mission, Vision, Values statement later in the meeting). 	
<p>6. NEW BUSINESS</p>	
<p><i>6.1 Vision, Mission, Values: Annual Review:</i></p> <ul style="list-style-type: none"> • Members reviewed the statement. • The Board needs to ensure that the Vision, Mission, Values match the policies and procedures. This will be reviewed at an upcoming meeting. • No changes were requested. The review date will be changed. <p>It was moved by J. McPherson and seconded by W. Anton to approve the Mission, Vision, Values Statement.</p> <p><i>6.2 2011-2012 Hospital Service Accountability Agreement:</i></p> <ul style="list-style-type: none"> • K. Pristanski reported that the attached is the second agreement received this year. He added that the HAPS is balanced and was accepted by the LHIN. • The performance indicators will be discussed at the upcoming Quality Improvement Committee meeting. <p>It was moved by D. Mannisto and seconded by J. McPherson to approve the Hospital Service Accountability Amending Agreement #2.</p>	<p>Carried</p> <p>Carried</p>
<p>7. LINKAGES & PARTNERSHIPS</p>	
<p><i>7.1 Geraldton Hospital Auxiliary:</i></p> <ul style="list-style-type: none"> • M. Lankin highlighted the attached announcement regarding Dorothy Friske being installed as the Director of Regions for the Hospital Auxiliaries Association of Ontario (HAAO). She added that Mrs. Friske is always up for a challenge. The Hospital Auxiliary members are very proud of her. • Members requested that a congratulatory letter be sent to Mrs. Friske. K. Pristanski will draft a letter on behalf of the Board Chair. • M. Lankin also reported that poinsettias and non-slip socks will be delivered to all residents on December 17/11. <p>It was moved by W. Anton and seconded by M. Lankin that the Report from the Geraldton Hospital Auxiliary be accepted.</p> <p><i>7.2 Board QI Notes and Score Card – Nov. 2/11:</i></p> <ul style="list-style-type: none"> • K. Pristanski highlighted the attached notes and score card, noting that Accreditation Canada gave the Hospital an extension because not enough detail of the evidence was provided. The deadline is May 2012. K. Michaud and Y. Stahlmann are working on providing more details. • K. Elliott reported that the LTC medication errors were due to repeat offenders. Extra education was provided to those staff members. • K. Elliott reported that the AC medication errors were mostly due to one repeat offender. The staff member is receiving some reinforcement and the Nurse Clinician is working closely with that staff member. • She added that the Nurse Clinician is a 4-month position. Special funding was received for this temporary position. <p>It was moved by D. Mannisto and seconded by M. Lankin that the Report from the Board QI Notes be accepted.</p>	<p>Carried</p> <p>Carried</p>

<p><i>7.3 Quality Improvement Committee Minutes – Nov. 17/11:</i></p> <ul style="list-style-type: none"> ● A. Johnston highlighted the minutes. ● K. Elliott reported that the classification of ulcers (wound care) has changed; it is a different classification with RAI. ● Discussion took place regarding falls. The government regulations have changed – restraints can no longer to be utilized. Instead, bed alarms have been installed; mattresses are placed on the floor by the bed, etc. ● Following the discussion, it was noted that perhaps the falls incidents should be captured differently (injured residents (falls) vs. non injured residents (falls). This would give a clearer picture. K. Pristanski noted that this is already done on the monthly incident report. ● A. Johnston reported that the Excel training is moving forward. D. Kampela reported that a session took place to discuss the training needs. <p>It was moved by A. Johnston and seconded by C. Tschajka that the Report from the Quality Improvement Committee be accepted.</p>	<p>Carried</p>
<p><i>7.4 Anishnabe Hospital Liaison Committee Minutes – Nov. 18/11:</i></p> <ul style="list-style-type: none"> ● K. Elliott highlighted the minutes, adding that the Spiritual Room Grand Opening news release was in the newspaper, along with a group picture. ● She also reported that the room is now available for usage. ● Further discussion will take place with the Committee regarding a naming ceremony, as well as translation of the painting and the journey is represents. <p>It was moved by C. Tschajka and seconded by M. Lankin that the Report from the Anishnabe Hospital Liaison Committee be accepted.</p>	<p>Carried</p>
<p><i>7.5 Tree of Life Ad Hoc Committee:</i></p> <ul style="list-style-type: none"> ● A. Johnston reported that the Tree of Life Ad Hoc Committee met on November 17/11. ● She reported that portfolios (token of appreciation) were not ordered last year, therefore they will be ordered this year. ● She also reported that the nomination form and the policy and procedure were revised. ● The letters have all gone out and the deadline for submission is February 17/12. The Committee will meet again on Feb. 23/12 to review the nominations received. ● A. Johnston added that the Volunteer Appreciation Week is April 15 – 21, 2012. ● K. Pristanski noted that there was a Board Ad Hoc Committee formed last year to review the list of potential Board nominees. M. Lankin agreed to sit on the committee again this year. ● K. Pristanski and M. Lankin will meet in January. <p>It was moved by A. Johnston and seconded by W. Anton that the Report from the Tree of Life Ad Hoc Committee be accepted.</p>	<p>Carried</p>
<p>8. MEDICAL STAFF</p>	
<p><i>8.1 Medical Advisory Committee Meeting Minutes – Oct. 27/11:</i></p> <ul style="list-style-type: none"> ● Dr. Laine highlighted the minutes. ● He reported that a physician is interested in relocating to Geraldton. He would have to be supervised until he receives his Ontario registration. ● He also reported that the new Intraosseous Infusion drill is a life-saving measure. <p>It was moved by J. McPherson and seconded by S. Tyance to accept the minutes of October 27/11 as received.</p>	<p>Carried</p>
<p>9. CHIEF NURSING OFFICER (CNO) REPORT</p>	
<ul style="list-style-type: none"> ● K. Elliott highlighted her CNO report, noting that there have been some staffing changes since the distribution of her report. ● Two full-time RNs have resigned. They are both leaving to pursue further education. ● K. Elliott also reported that a new cardiac monitoring system is being installed. There are no replacement parts available for the current system. ● D. Mannisto reported that K. Elliott should be commended for providing education opportunities for the nursing staff. 	

It was moved by A. Johnston and seconded by C. Tschajka that the Report from the CNO be accepted.	Carried
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10. CHIEF CLINICAL SERVICES (CCS) REPORT

- S. Duranceau highlighted her CCS report, noting that after the distribution of her report, the Point of Care Testing (POCT) policy and procedure would be reviewed at the upcoming North Shore group meeting. Therefore the policy will be brought back for approval at the January meeting.
- She also reported that a letter signed by Dr. Laine and Dr. DePetrillo was sent to the College of Physicians and Surgeons of Ontario in support of Dr. Susini's supervision, adding that he may be available to start in January.

It was moved by W. Anton and seconded by M. Lankin that the Report from the CCS be accepted.	Carried
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11. CEO REPORT

- K. Pristanski highlighted his CEO report.
- Reward and Recognition Team: the Hospital has been accepted to make a presentation at the Quality Worklife Conference in March in Vancouver. K. Pristanski added that several members of the Team would be attending the conference.
 - North of Superior Counselling Programs (NOSP): there is a meeting in Thunder Bay next week regarding the lack of mental health and addictions services. Brenda Abraham will be attending the meeting in person, while K. Elliott will attend via teleconference.
 - Resident Assessment Instrument (RAI) Update: there was one late submission.
 - Northern Ontario School of Medicine (NOSM): members reviewed the attached correspondence. K. Pristanski will send NOSM a letter stating that at this time the Hospital is not interested in making an additional contribution to the award.
 - K. Pristanski reported that he received an invitation to the LHIN Open House on December 14/11 from 3:00-5:00 p.m. If anyone is interested in attending, please advise him.

It was moved by J. McPherson and seconded by D. Mannisto that the Report from the CEO be accepted.	Carried
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12. ROUND-TABLE DISCUSSION

- A. Johnston reported that she is very pleased with the CNO and CCS reports. Very good information is provided.
- M. Lankin reported the same as A. Johnston.
- Dr. Laine reported that he is reading the Conrad Black book, noting that there are some interesting objectives in the book.
- D. Mannisto congratulated the Hospital staff for being chosen to attend the Vancouver conference regarding best practice. He also noted that the Board spends a lot of time discussing quality; which is very good.
- K. Pristanski reported that the last few meetings have lasted longer than usual because Board members are asking more questions; that is very good.

13. BI-MONTHLY MEETING SELF-EVALUATION

- Members were reminded to complete the attached evaluation and hand it in to D. Kampela for review at the next meeting.

14. TERMINATION OF REGULAR BOARD MEETING

It was moved D. Mannisto and seconded by D. Randa that the regular meeting be adjourned at 8:12 p.m.	Carried
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