

Geraldton District Hospital
Minutes of the
Regular Board Meeting

Held in the Hospital Boardroom, Tuesday, February 2, 2010 at 6:00 p.m.

Present:	Dick Mannisto Deanna Thibault (6:37 via teleconference) Audrey Johnston Dr. Laine	Victor Chapais Dale Randa Jim Bailey	Willy Anton Elaine Mannisto Melanie Lankin
	Kurt Pristanski	Sylvie Duranceau	Diane Kampela (recorder)
Regrets:	Marie-Jeanne Gignac	Verotchka Cheng	

Absent:

Board Composition:	9 Elected,	4 Appointments	Total 13
Current Vacancies:	1 Elected	1 Appointments	Total 2
Board Members:	11	Present: 10	Attendance: 91%

1. CALL TO ORDER

1.1 The meeting was called to order at 6:00 p.m. by D. Mannisto, Board Chair.

- D. Mannisto reported that all Board Chairs and CEOs received an email today from the OHA regarding the pre-budget advocacy presentation to the Standing Committee and Economic Affairs.
- He also reported that he attended a LHIN Integration meeting and noted that the new Integrated Health Services Plan has recently been distributed. He also reported that culturalism and diversity were major topics discussed at that meeting.
- D. Mannisto also reported that on February 12/10 there will be an OHA meeting in Thunder Bay for all Board Chairs and CEOs.

1.2 Monthly Board Education:

1.2.1 *Guide to Good Governance – Chapter 3*

- Chapter 3 – The Board's Role in the Credentialing Process - of the Guide to Good Governance was reviewed.
- Discussion took place regarding credentials and medical privileges, as well as Medical Bylaws.
- It was noted that should personal issues arise regarding credentials, then this would be discussed in camera.
- **Chapter 5, The Board's Role in Strategic Planning, will be reviewed at the next meeting.**

1.3 *OHA Correspondence:*

1.3.1 Essentials Certificate in Health Care Governance for New Directors

1.3.2 Accountability and Transparency in the Health Care Sector

1.3.3 Advanced Certificate in Board Governance

1.3.4 Certificate for Implementing the Guide to Good Governance

- Should any member be interested in attending any of these courses/education sessions, then please contact D. Kampela to make arrangements.

- K. Pristanski reported that the OHA Region 1 Annual North West Sub-Region Conference will be held from April 21-23, 2010 in Thunder Bay.

- D. Mannisto reported that there will be a governance education session taking place on the first day of the Conference. More details are forthcoming.

2. ADOPTION OF THE AGENDA

- D. Mannisto asked if there were any amendments to the agenda.

5.1 Strategic Plan Review is deferred to the March meeting

The following item was added to the agenda:

7.4 Nominating Committee Update

<p>It was moved by E. Mannisto and seconded by W. Anton to approve the agenda as amended.</p>	<p>Carried</p>	
<p>3. DECLARATION OF CONFLICTS OF INTEREST</p>		
<p>None.</p>		
<p>4. ADOPTION OF MINUTES</p>		
<p><i>4.1 Regular Meeting:</i></p>		
<p>D. Mannisto asked for errors or omissions to the January 5, 2010 regular Board meeting minutes. <ul style="list-style-type: none"> • It was noted that in section 1.2.1 it should be Letters Patent. </p>		
<p>It was moved by A. Johnston and seconded by J. Bailey to accept the minutes of the January 5, 2010 meeting as amended.</p>		<p>Carried</p>
<p>5. BUSINESS ARISING FROM MINUTES</p>		
<p><i>5.1 Strategic Plan Review:</i></p>		
<ul style="list-style-type: none"> • Deferred to the March meeting. 		
<p><i>5.2 Accessibility E-Course:</i></p>		
<ul style="list-style-type: none"> • S. Duranceau provided an update on how to access the e-course. She also noted that everyone must create their own user name and password. 		
<p>6. NEW BUSINESS</p>		
<p><i>6.1 Organizational Chart:</i></p>		
<ul style="list-style-type: none"> • K. Pristanski reported that the Organizational Chart was discussed at the Managers meeting. • The Diabetes Education is no longer sponsored by the Hospital; therefore should be removed and Foot Care should be "Foot Care for Seniors". 		
<p>It was moved by M. Lankin and seconded by J. Bailey that the Board of Directors approve the revised Organizational Chart.</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 reported that the Auxiliary is canvassing businesses for donations for the upcoming Penny Auction. • The Board members requested a breakdown of Geraldton District Hospital Auxiliaries statistics and activities. M. Lankin will bring this information at the April meeting. 		
<p><i>7.2 Quality Improvement Committee Meeting – Jan. 20/10:</i></p>		
<ul style="list-style-type: none"> • K. Pristanski highlighted the minutes and score card. • He noted that the Hospital has already begun the process for the 2011 Accreditation with 2 surveys that need to be filled out by 80% of staff members. • He also reported that client comment cards are now being handed out to all patients and new clients in order to achieve a higher response rate. 		
<p><i>7.3 Board of Directors Tree of Life Ad Hoc Committee – Jan. 12/10:</i></p>		
<ul style="list-style-type: none"> • K. Pristanski highlighted the minutes and provided a history of the 2 nominees. 		
<p>It was moved by A. Johnston and seconded by W. Anton that the Board accepts the Ad Hoc Committees 2 nominations (Alan Barton and Harry Fisher) for the Tree of Life Award.</p>		<p>Carried</p>
<ul style="list-style-type: none"> • K. Pristanski explained that the Ad Hoc Committee members thought it was a good idea to have a plaque with all past Board Chairs names and years as Chair. All members thought this was a nice gesture. 		
<p>It was moved by W. Anton and seconded by J. Bailey that the Board agrees to the purchase of 2 plaques to list all past Board Chairs.</p>		<p>Carried</p>
<p><i>7.4 Nominating Committee – Update:</i></p>		
<ul style="list-style-type: none"> • K. Pristanski reported that the Committee met via teleconference last week because Mrs. Humphreys has declined the offer to become a Board member and Dan Levesque has responded 		

<p>that it is too early following his retirement but that perhaps in the spring he may be ready to make a commitment.</p> <ul style="list-style-type: none"> • The Committee will meet again to review other potential candidates. 	
<p>8. MEDICAL STAFF</p>	
<p><i>8.1 Medical Advisory Committee Meeting – Jan. 20/10:</i></p> <ul style="list-style-type: none"> • Dr. Laine highlighted the minutes. 	
<p><i>8.2 Physician Privileges:</i> It was moved by Dr. Laine and seconded by M. Lankin to approve courtesy privileges to the physician listed at the NorWest Community Health Center.</p>	<p>Carried</p>
<p>9. CEO REPORT</p>	
<p>K. Pristanski highlighted his CEO report.</p> <ul style="list-style-type: none"> • He reported that the Curling Funspiel had 2 teams tie for first place; the Duranceau and Lecuyer teams. • He reported that the first meeting for the new Reward and Recognition Team is scheduled for tomorrow. • He also reported that a request letter has been sent to the Municipality to meet with the Minister of Health but the Municipality has not heard if the Minister will be in attendance at the Good Roads Conference. • While reviewing the Balance Sheet it was noticed that it does not balance. K. Pristanski will follow up with P. McCullagh. The Board has also requested to review each item on the Balance Sheet at the next meeting. • K. Pristanski will inquire with V. Cheng as there is a medication error for a RPN student giving medication. 	
<p>10. ROUND-TABLE DISCUSSION</p>	
<ul style="list-style-type: none"> • K. Pristanski reported on behalf of V. Cheng that she will be conducting 10 RN interviews between the months of February and March. There are currently 2 part-time RN vacancies but there is one potential maternity leave, one potential retirement and one potential resignation – all forthcoming in the summer months. K. Pristanski also reported that the Thunder Bay District Health Unit has declared a respiratory outbreak on Acute Care. Visitors are restricted. • V. Chapais reported excellent feedback of Hospital staff on behalf of the family of a deceased person who had recently been a patient at the Hospital. • W. Anton reported that the operator of the canteen at the Community Center is offering meals on wheels service for Fisher Court tenants. • D. Kampela reminded all Board members to please bring their Strategic Plan and Road Map to the March meeting in order to save recopying this big document. • D. Mannisto requested that since the HCAC is a committee of the Board, the Terms of Reference should be reviewed. This will be added to the next HCAC meeting agenda. 	
<p>11. EVALUATIONS</p>	
<p><i>11.1 Self-Evaluation Summary:</i></p> <ul style="list-style-type: none"> • The summary was reviewed. Members were pleased that the average score was 8.1 out of ten, which exceeded the target of 7.5. 	
<p>12. ADJOURNMENT</p>	
<p>It was moved V. Chapais and seconded by A. Johnston that the regular meeting be adjourned at 7:19 p.m.</p>	<p>Carried</p>