

Geraldton District Hospital
Minutes of the
Regular Board Meeting

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

Present:	Dick Mannisto Willy Anton Dale Randa	Victor Chapais Elaine Mannisto Dr. Laine	Deanna Thibault Audrey Johnston Jim Bailey
	Kurt Pristanski Adam Brown	Sylvie Duranceau Diane Kampela (recorder)	Verotchka Cheng
Regrets:	Marie-Jeanne Gignac	Melanie Lankin	
Absent:			
Board Composition:	9 Elected,	4 Appointments	Total 13
Current Vacancies:	1 Elected	1 Appointments	Total 2
Board Members:	11	Present: 9	Attendance: 82%

1. CALL TO ORDER

1.1 The meeting was called to order at 5:58 p.m. by D. Mannisto, Board Chair.

- D. Mannisto welcomed Adam Brown, Finance Manager.
- D. Mannisto reported that he and David Stenlund attended an OHA Forum and the new OHA Strategic Plan was presented. The Plan has 4 main directions. These 4 directions are:
 - i) Realizing Quality and Efficiency
 - ii) Advancing an Integrated Health System
 - iii) Optimizing Health Human Resources
 - iv) Leading Governance Excellence

1.2 Monthly Board Education:

1.2.1 *Guide to Good Governance – Chapter 5*

- Chapter 5 – The Board's Role in Strategic Planning - of the Guide to Good Governance was reviewed.
- The Guide states that the Board is not responsible for conducting strategic planning; however, the Board is ultimately responsible for ensuring that a Plan is in place.
- Discussion took place regarding Community Forums that have taken place in the past.
- The GDH Plan needs to be revised and needs to focus on the future.
- It was noted that the Plan should be tied in with the Mission Vision and Values statement. Staff involvement is very important as noted in the latest staff satisfactory survey.
- **Chapter 4, Duties and Obligations of Individual Directors, will be reviewed at the next meeting.**

1.3 *OHA Correspondence:*

- 1.3.1 Annual North West Sub-Region Conference: The following members wish to attend the conference; V. Chapais, D. Thibault, A. Johnston, W. Anton, as well as K. Pristanski. Members were asked to contact D. Kampela as soon as possible because there is a discount for group registrations. **D. Kampela will make the necessary arrangements.**
- 1.3.2 Certificate for Implementing the Guide to Good Governance: Members were asked to contact D. Kampela if they wish to attend.

2. ADOPTION OF THE AGENDA

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

It was moved by A. Johnston and seconded by W. Anton to approve the agenda as presented.

Carried

3. DECLARATION OF CONFLICTS OF INTEREST

None.

4. ADOPTION OF MINUTES

4.1 Regular Meeting:

D. Mannisto asked for errors or omissions to the February 2, 2010 regular Board meeting minutes. **It was moved by E. Mannisto and seconded by D. Thibault to accept the minutes of the February 2, 2010 meeting as presented.**

Carried

5. BUSINESS ARISING FROM MINUTES

5.1 Strategic Plan Review:

- The members discussed having a Community Forum to gather input for the Plan.
 - Discussion also took place regarding the need for a Facilitator/Consultant for the Forum. Three sessions would take place; one for the community at large, one for the staff and another for the HCAC members.
 - K. Pristanski reported that it would take approximately 3 months to develop a new Plan, which could then be approved by the Board and then presented at the AGM.
 - It was suggested that K. Pristanski contact Carl White for a quote and ask if he would be willing to facilitate this project.
 - There would be involvement from the community, staff, HCAC members and from the LHIN.
- It was moved by J. Bailey and seconded by D. Thibault that the Board of Directors direct the CEO to initiate the Strategic Plan renewal.**
- K. Pristanski will provide a cost estimate at the next meeting; however if the quote is under \$5,000, he will engage the Facilitator.
 - Ads will then be placed in the local newspaper, Channel 13 and CFNO for the Community Forum.

Carried

6. NEW BUSINESS

- None.

7. LINKAGES & PARTNERSHIPS

7.1 Geraldton Hospital Auxiliary:

- The members reviewed the attached Auxiliary letter from Dorothy Friske containing information on the Executive Committee, as well as the number of volunteer hours over the last few years. Members noticed that the volunteer hours doubled over the past 5 years.

7.2 Quality Improvement Committee Meeting – Feb. 17/10:

- A. Johnston noted that, as reported on the minutes, the Lab now sends its blood supplies to Thunder Bay Regional Health Sciences Center 10 days prior to expiration, resulting in less wastage.
- A. Brown reported he will discuss the Financial Current Ratio with the auditors and bankers as this indicator is extremely high.

7.3 Nominating Committee Meeting – Feb. 19/10:

- K. Pristanski reported that a positive response and application form was received from James McPherson. He is willing to start in April, with his term ending in June. He would then have to be re-elected.
- It was moved by A. Johnston and seconded by E. Mannisto that the Board of Directors accept Jamie McPherson as a Board member.**

Carried

8. MEDICAL STAFF

8.1 Physician Privileges:

It was moved by Dr. Laine and seconded by D. Thibault to approve temporary privileges to the attached list of physicians at GDH.

Carried

- K. Pristanski reported that Ontario Health Force have reported that it is now much easier for U.S. physicians to get a license in Canada. This may help with physician recruitment and an advertisement was placed in the April/May issue of the Lake Superior magazine.

9. CEO REPORT

K. Pristanski highlighted his CEO report.

- He reported that the newly developed Reward and Recognition Team have recommended to hold 3 BBQs in the summer so that all staff have an opportunity to attend at least one. The Team has also recommended holding a Long-Term Service Social to hand out service awards.
- He reported that a letter was sent to the Municipality requesting a meeting with the Minister of Health at the Good Roads Conference regarding the Capital Plan. Unfortunately, Deb Mathews was not there but the Mayor did forward the information to her advisor. D. Mannisto reported that he has met with Larry Joy and that perhaps we could get the Minister's attention through him.
- A. Brown highlighted the Balance Sheet and explained the Accrued Liability section.
- A. Brown also reviewed and discussed the Hospital's Great Plains Program and the updates that have and will be taking place. The program is currently a Version 8 program and it will be upgraded, free of charge, to Version 10. He also noted that the servers will now be located in a secure data center in Toronto (also free of charge). He noted that the Hospital will be saving approximately \$14,000 per year with this new Program. The payroll system will also be updated and improved. The Fixed Assets will be better tracked. Part of the new program will go live effective April 1, 2010, the Payroll portion will go live 2 months later, and the Fixed Asset program will go live in the fall. A. Brown reported that there will be an annual license fee of \$400 or \$500 per year – this will be the only cost.
- K. Pristanski provided an update from the Tree of Life Ad Hoc Committee. He reported that the committee has nominated 2 past Chairs; Harry Fisher and Alan Barton. He reported that H. Fisher has a grand-daughter in town that has signed the consent form and will be attending the celebration. However, there is no known family member for Alan Burton and therefore the consent has not been signed. It will be up to the Tree of Life Committee if they want to accept the nomination that way.

10. ROUND-TABLE DISCUSSION

- V. Cheng reported that she has interviewed 8 people and another 3 interviews will be taking place. One offer has been made for a part-time RN. One RN has been hired as casual for the summer months. No official resignations have been received. She also reported that she is looking at creating 2 positions for the summer months to help recruit new staff. She also reported that there are 3 RPN students with their full scope of practice and 2 will be hired on as casual for the summer months. She also reported that an Anishnabe Liaison Committee meeting took place to discuss smudging. V. Chapais noted that he has some information regarding smudging that he will bring forward to the Board members. Discussion took place regarding the smudging process and A. Brown noted that there are portable ventilation units available at an approximate cost of \$6,000.
- Dr. Laine reported that the daughter of a past physician, Julie Zalan, spent a month as a second year medical student and she really enjoyed her visit.
- A. Johnston reported that there was an interesting article regarding physician assistants in the newspaper called "Bridging the Gap". She also reported that as of March 31/10, the medical bus on highway 17 will cease to operate. She also noted that she read in the paper that the LHIN CEO left.

11. EVALUATIONS

11.1 Self Evaluation:

- The summary will be reviewed at the April meeting.
- D. Mannisto, E. Mannisto and D. Thibault give their regrets for the April meeting.

12. ADJOURNMENT

It was moved A. Johnston and seconded by V. Chapais that the regular meeting be adjourned at 7:32 p.m.

Carried