Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Hospital Boardroom, Tuesday, May 1, 2012 at 6:00 p.m.

Present: Jamie McPherson Willy Anton Shirley Tyance

Voting Dick Mannisto Audrey Johnston Dale Randa

Melanie Lankin Chico Tschajka

Non-Voting Dr. Laine Kurt Pristanski Sylvie Duranceau

Kelly Elliott Diane Kampela (recorder)

Regrets: Deanna Thibault Marla Michel Victor Chapais

Voting

Regrets:

Non-Voting

# Board Composition (voting): 9 Elected 2 Appointments Total 11

**Current Vacancies (voting): 0 Elected 0 Appointments Total 0**

**Total Board Members (voting): 11 Present: 8 Attendance: 73%**

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| 1. CALL TO ORDER | |
| ● The Board Chair and Vice-Chair were both absent from the meeting.  ● K. Pristanski, Secretary, asked for nominations to chair the meeting.  **It was moved by A. Johnston and seconded by W. Anton to nominate Jamie McPherson as the Acting Chair.**  ● J. McPherson accepted.  ● There was no further nominations, thus J. McPherson was acclaimed as Acting Chair.  **1.1 Call to Order:**  ● The meeting was called to order at 6:04 p.m., by the Acting Chair, J. McPherson.  **1.2 Correspondence:**  1.2.1 Advanced Certificate in Board Governance Course:  ● J. McPherson advised the Board members that if they are interested in attending this course to contact Diane Kampela.  **1.3 Board Education: Guide to Good Governance, Second Edition, Chapter 6:**  ● Members reviewed Chapter 6, Duties and Obligations of Individual Directors.  ● It was a good chapter to read as the Board prepares for elections soon.  ● Fiduciary responsibilities were well explained.  ● There was an excellent section on non-voting directors.  ● It was noted that the Guide is very user-friendly.  ● There was a short discussion regarding conflicts. **Conflicts of interest will be further discussed at the next meeting. The Conflict of Interest policy and procedure will be included in the meeting package.**  ● The chapter had many good tips for directors.  ● Members all agreed that it was a very good chapter.  ● **Chapter 5 will be reviewed at the next meeting.** | **Carried** |
| 2. ADOPTION OF THE AGENDA | |
| ● J. McPherson asked if there were any amendments to the agenda.  **It was moved by C. Tschajka and seconded by A. Johnston to approve the agenda as presented.** | **Carried** |
| **3. DECLARATION OF CONFLICTS OF INTEREST** | |
| ● None. |  |
| **4. ADOPTION OF MINUTES** | |
| **4.1 Regular Meeting, April 3, 2012:**  ● J. McPherson asked for errors or omissions to the April 3, 2012 regular Board meeting minutes.  ● It was noted that in section 7.2, “he” should be added between “and” and “would”.  ● It was noted that in section 7.3, “she” should be added between “and” and “would”.  ● It was noted that in section 11, “he” should be added between “and” and “would”.  ● D. Mannisto clarified that in section 11, page 4; he reported that the past Capital Budget was around “$400,000”, not “$1,400,000”.  **It was moved by W. Anton and seconded by D. Randa to accept the minutes as amended.** | **Carried** |
| **5 BUSINESS ARISING FROM MINUTES** | |
| **5.1 Meeting re: PMPs:**  ● K. Pristanski reported that David Stenlund was gone another week for education and he has been extremely busy working on the ventilation project.  ● **K. Pristanski will follow-up with D. Stenlund again to try to set up a meeting with J. McPherson.**  **5.2 Investments: A. Brown:**  ● K. Pristanski reported that A. Brown is still working on investments but he must go through the Regional Supply Chain process. This is a big process because of the new legislated procurement guidelines.  **5.3 Acronym List:**  ● The list of acronyms was enclosed.  ● Please advise D. Kampela if any other acronyms should be added to the list.  **5.4 OHA Regional Forum: Postponed until the Fall of 2012:**  ● K. Pristanski reported that the new date is September 18/12 in Thunder Bay. The Forum is called Member Engagement.  **5.5 LHIN Blue Print Meeting Location: Update:**  ● K. Pristanski reported that he sent Laura Kokocinski an email requesting a change in the location and he mentioned it at the OHA Conference in Thunder Bay to St. Joseph’s Care Group and Thunder Bay Regional Health Sciences Centre who also have to attend. He requested that the meeting take place in Terrace Bay, a more central location; however, the meeting is still being held in Marathon on Monday, May 28/12.  ● K. Pristanski highlighted the Blueprint, which will be discussed at the Marathon meeting. He noted that the North West LHIN wants local hubs reporting to five districts reporting to a region (Thunder Bay). The meeting is opened to Hospital CEOs, Board Chairs and 3 Board members from each hospital. D. Randa, W. Anton, A. Johnston and D. Mannisto have all expressed interest in attending the meeting. **K. Pristanski will check with D. Thibault, V. Chapais and M. Michel to see if they may be interested in attending.**  ● K. Pristanski reported that on June 11/12 there is a conference in Toronto regarding the Post-Drummond Report. |  |
| **6. NEW BUSINESS** | |
| **6.1 CEO Annual Evaluation:**  ● J. McPherson reminded the Board members to complete the evaluation and hand it in to D. Kampela who will forward them to D. Thibault.  **6.2 Annual Board Meeting Evaluation:**  ● J. McPherson reminded the Board members to complete the evaluation and hand it in to D. Kampela.  **The summary will be reviewed next month.** |  |
| **7. LINKAGES & PARTNERSHIPS** | |
| 7.1 Geraldton Hospital Auxiliary:  ● M. Lankin reported that Dick and Carol Poirier, Auxiliary volunteers, were inducted on the Tree of Life.  ● She also reported that the Geraldton Hospital Auxiliary received a 65-year anniversary certificate from the Hospitals Auxiliary of Ontario.  **It was moved by M. Lankin and seconded by W. Anton that the Report from the Geraldton Hospital Auxiliary be accepted.**  7.2 Nomination Committee Meeting Minutes – April 23/12:  ● K. Pristanski noted that the minutes are on page 11-12.  ● A lengthy discussion took place regarding the maximum 12 consecutive years a member can remain on the Board.  ● D. Mannisto added that historically, the Board had a 9-year maximum and that it was increased to a maximum of 12 years back in 2004 or 2005.  ● Members concurred that 6 years it too short, but that 12 years is a long time.  ● A. Johnston reported that an ad was placed in the newspaper regarding Board recruitment.  ● S. Tyance reported that she is thinking of stepping down from the Board, pending if a replacement for her position can be found.  It was moved by A. Johnston and seconded by D. Mannisto that the Bylaws be amended to state that members can only serve a maximum of 9 consecutive years; but that existing members in their 7, 8 or 9 years be grandfathered up to 12 years.  It was moved by A. Johnston and seconded by W. Anton that the Report from the Nominating Committee be accepted.  7.3 Fiscal Advisory Committee Minutes – April 24/12:  ● K. Pristanski noted that the minutes are on page 13-14.  ● There were some concerns with the statement “quality of care will decrease with the lesser qualified staff”. A lengthy discussion took place regarding reducing RPNs and increasing PSWs in LTC.  ● K. Elliott elaborated on the nursing process and the changes in schooling over the years.  ● K. Pristanski reported that Mr. Drummond’s recommendation is to save money by eliminating some RPNs and replacing them with PSWs, as this is the norm in LTC.  ● There were concerns that there could be increased medication errors and lack of patient care with the proposed changes.  ● K. Pristanski reported that K. Elliott will present model examples of the proposed nursing changes at the next FAC meeting.  ● D. Mannisto added that the Board needs to keep in mind that the FAC consists of all hospital groups (unions) and they are all looking out for their best interest.  It was moved by C. Tschajka and seconded by S. Tyance that the Report from the Fiscal Advisory Committee be accepted. | **Carried**  **Carried**  **Carried**  **Carried** |
| **8. MEDICAL STAFF** | |
| **8.1 Medical Advisory Committee Minutes – April 4/12:**  ● Dr. Laine highlighted the attached minutes.  **It was moved by A. Johnston and seconded by D. Mannisto that the Board approve the Medical Advisory Committee meeting minutes as presented.**  **8.2 Physician Privileges:**  ● Dr. Laine highlighted the attached list of physician privileges.  **It was moved by W. Anton and seconded by M. Lankin to move acceptance of the Locum tenens for Dr. Khan, Dr. Jinot, as well as reappointment privileges for Dr. Remus and Dr. Escott for April 1/12 to March 31/13, as well as courtesy privileges for Dr. Khan, Dr. Wong, Dr. St. Jacques and Doctor Zavagnin at the NorWest Community Health Centre, as well as consulting privileges for Tammy Dubé, RN Nurse Educator, as recommended by the Medical Advisory Committee.** | **Carried**  **Carried** |
| **9. CHIEF NURSING OFFICER (CNO) REPORT** | |
| ● The CNO report can be found on page 24.  ● K. Elliott reported that policies are being developed for the Holter monitor and an agreement has been made with a private cardiologist.  **It was moved by C. Tschajka and seconded by S. Tyance that the Report from the CNO be accepted.** | **Carried** |
| **10. CHIEF CLINICAL SERVICES (CCS) REPORT** | |
| ● S. Duranceau reported that her report was on page 25.  ● A short discussion took place regarding thank you gifts for physicians. **S. Duranceau will ensure a gift is given to Dr. DePetrillo.**  **It was moved by A. Johnston and seconded by M. Lankin that the Report from the CCS be accepted.** | **Carried** |
| **11. CEO REPORT** | |
| ● K. Pristanski noted that his CEO report was on page 29-30 and he would gladly answer questions.  ● Staff Events: the Chair or designate usually attends the event to help hand-out the long service awards, scheduled on May 17/12.  ● Capital Budget 2012/13: Members reviewed the renovation budget summary for the past 3 years, the current year and the 3 future years. It was noted that the requested total Capital Budget (both renovation and equipment) of $1,000,800 for 2012/13 was the second lowest over the 7 years. Discussion ensued. J. McPherson and D. Mannisto suggested that a separate meeting be held in October to discuss future capital projects. All members concurred.  **It was moved by D. Randa and seconded by A. Johnston that the total renovation budget in the amount of $683,000 be approved for 2012/13.**  ● D. Mannisto noted that Reward and Recognition members did a great presentation at the OHA conference. **D. Kampela will email the presentation to all Board members.**  ● K. Pristanski reported that the Hospital is in a surplus position again this year and the final audited position should be known next month.  **It was moved by C. Tschajka and seconded by M. Lankin that the CEO report be accepted.** | **Carried**  **Carried** |
| **12. ROUND-TABLE DISCUSSION** | |
| ● D. Mannisto reported that the Region 1 conference held in Thunder Bay was a great conference. He reported that the OHA Board will be restructured. The Board currently consists of 28 members and it will be decreased to 20 members. Not all members will be hospital Board members. D. Mannisto added that he will be submitting an application for re-election.  ● C. Tschajka reported that the Thunder Bay conference was really good. Colleen Clark was a great speaker. He suggested inviting C. Clark for a Hospital entertainment event.  ● W. Anton reported that the Thunder Bay conference was great. She noted that there have been many advances with telemedicine. She also reported that the Freedom of Information session was very good.  ● Dr. Laine reported that Dr. Williams, Officer of Health for the Thunder Bay District Health Unit met with the physicians today. The opioid problem was discussed with Dr. Williams. He figures that by June the OxyContin supplies will be exhausted and people will try other drugs and this will cause big problems. Dr. Laine added that the drug problem will be a huge problem this summer if Geraldton gets evacuees. The Hospital may have to request help with this issue.  ● A. Johnston reported that she really enjoyed the Thunder Bay conference. The Freedom of Information and Protection of Privacy Act (FIPPA) presentation was very good, as was the Hospital presentation.  ● K. Elliott thanked the Hospital Auxiliary for their donation of a DVD player and television. She added that it is nice to hear everyone put priority on patient care. |  |
| **13. BI-MONTHLY MEETING EVALUATION SUMMARY:** | |
| ● The summary was on page 63-64.  ● No questions or concerns were brought forward. |  |
| **14. TERMINATION OF REGULAR BOARD MEETING** | |
| **It was moved D. Mannisto and seconded by C. Tschajka that the regular meeting be adjourned at 7:53 p.m.** | Carried |