Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Boardroom, Tuesday, April 3, 2018 at 5:30 p.m.

Present: Jamie McPherson Dorene Boulanger Myrna Letourneau

Voting Willy Anton Chico Tschajka Kathryn Legault

 Terry Popowich Marlo Sobush

Non-Voting Lucy Bonanno Sylvie Duranceau Dr. Roy Laine

 Adam Kolisnyk Victor Chapais (PFA) Sandra Penner (recorder)

Regrets: Mark Wright Ralph Humphreys

Voting

Regrets: Laurie Heerema Dr. Ryan Zufelt

Non-Voting

# Board Composition (voting): 8 Elected 2 Appointments Total 10

**Current Vacancies (voting): 1 Elected 0 Appointments Total 1**

**Total Board Members (voting): 10 Present: 8 Attendance: 80%**

|  |
| --- |
| CALL TO ORDER |
| **1.1. Welcome and Chair’s Opening Remarks:**● The meeting was called to order at 5:30 p.m., by the Chair, J. McPherson.● J. McPherson read the Treaty Acknowledgement.● J. McPherson noted there will not be an In-Camera meeting for the next 2 months.● It was announced the Tree of Life Volunteer Appreciation Social will be taking place Monday April 16, 2018 in the Hospital lobby. All are welcome.● J. McPherson noted he will not be present for the May meeting and requested a volunteer to chair. D. Boulanger will chair the May meeting**1.2 Accreditation Update:**● No report this month. |  |
| 2.0 DECLARATION OF CONFLICTS OF INTEREST  |
| ● None Declared |  |
| **3.0 ADOPTION OF THE AGENDA** |
| ● J. McPherson asked if there were any amendments to the agenda.**It was moved by D. Boulanger and seconded by M. Letourneau that the agenda be approved as presented.****CARRIED** | **RES 22** |
|

|  |  |
| --- | --- |
| **4.0 PRESENTATIONS** |  |
| **4.1 Patient Stories**● None for this month.  |  |

**5.0 CORRESPONDENCE** |
| **5.1 Stronger Hospitals – Better Care:**● The correspondence was presented.**5.2 North West LHIN Community Engagement:**● The correspondence was presented. The LHIN will be in Geraldton April 12th for a presentation at the Curling Club regarding the future of healthcare. J. McPherson noted if anyone is able to attend and report back at the May meeting it would be appreciated.**5.3 Hospital Services Accountability Agreement (H-SAA) 2018-2020:**● The correspondence was presented. J. McPherson noted there were several changes this year which L. Bonanno has addressed. |  |
| **6.0 EDUCATION** |
| ● No education items this meeting. |  |
| **7.0 CONSENT AGENDA** |
| **7.1 Regular Board Meeting Minutes – March 6, 2018:****7.2 MAC Meeting Minutes – March 22, 2018:****7.3 CCS Report:****7.4 CNE Report:****It was moved by M. Letourneau and seconded by K. Legault to accept the Consent Agenda as presented.****CARRIED** | **RES 23** |
| **8.0 ITEMS LIFTED FROM CONSENT AGENDA** |
| 8.1 No items lifted from the consent agenda. | **RES 24** |
| **9.0 BUSINESS ARISING FROM MINUTES** |
| **9.1 Executive Limitation Policies (BOD-EXL11 Whistle-Blower)**  **(Updated copy provided for inclusion in your Board of Directors Binders)**9.2 Board – CEO Relationship Policies (BOD-BC1 thru BOD-BC5): (Updated copy provided for inclusion in your Board of Directors Binders).9.3 Executive Positions in June● M. Letourneau will email a form to all members. Please complete and return to S. Penner as soon as possible.9.4 Evaluations – Individual Assessments● J. McPherson noted there were 8 responses received and he was pleased with the results.● J. McPherson noted he will review the comments with L. Bonanno to create training items. ACTION ITEM. |  |
| 1. **CAPITAL PLAN / CFO REPORT**
 |
| ● A. Kolisnyk presented his financial report.● S. Duranceau reported to hold off on the lab equipment as it may be better to wait for new technology and coordination with the other North shore Hospitals.● S. Duranceau noted for the imaging department, she recommended changing the equipment to digital technology with the opening of the new ED, however it could be purchased sooner. A new imaging suite would require ministry approval.● **It was discussed and the consensus of the Board was to proceed with obtaining quotes for the ultrasound and x-ray suite update.**● A. Kolisnyk noted the replacement of the sprinkler system deadline is 2025. He noted that a plan will need to be put in place to introduce the upgrades over the span of years.**Investments**● K. Legault indicated a conflict of interest and left the meeting at 6:02 pm.● A. Kolisnyk noted proposals are being received. ● J. McPherson requested 3 volunteers for an Ad-Hoc committee to review the investment proposals.  - T. Popowich, D. Boulanger and M. Letourneau volunteered for the ad-hoc committee.● **S. Penner to schedule dates for proposal presentations.** ● A. Kolisnyk is looking for lower management fees.● D. Boulanger inquired if there would be a cost associated with changing company and A. Kolisnyk noted there may be taxes on gains.● J. McPherson requested A. Kolisnyk to create a Matrix.● K. Legault returned to the meeting at 6:08 pm.● T. Popowich noted the risk of Security and A. Kolisnyk noted this is being actioned.● A. Kolisnyk noted the audit will be taking place in early May. J. McPherson noted A. Kolisnyk to work with K. Legault for the audit presentation date.● L. Bonanno noted the new H-SAA has been received.● T. Popowich noted the overtime on the Variance Report and a discussion occurred regarding possible solutions. |  |
|

|  |
| --- |
| **11.0 NEW BUSINESS** |
| **11.1 Board Meeting Minutes – Template Review**● J. McPherson noted there are several templates included in the package. The consensus of the Board was to continue with the minutes as currently presented.● M. Sobush noted she would like to see the number of pages in the packages reduced where ever possible **11.2 Mission, Vision and Values Policy Review**● J. McPherson noted L. Bonanno to revise and return to the next meeting. **11.3 Governance Process Policy Review (BOD-GP 1-26)** ● Policy BOD-GP1 – Item 3 – add the Bylaw number● Policy BOD-GP2 – Item 1 – change this and all other instances of the word ‘client’ to ‘patient’.● Policy BOD-GP3 – Item 1 (c) – The members discussed under the Governance Process – Chairperson’s Role policy changing the procedural authority from ‘King and Kerr’ to ‘Roberts Rules of Order’.**It was moved by D. Boulanger and seconded by M. Letourneau to change the procedural authority from ‘King and Kerr’ to ‘Roberts Rules of Order’.****CARRIED**● **S. Penner to order copies of Roberts Rules.**● Policy BOD-GP7 – Item 3 (a) – change the word ‘Aboriginal’ to ‘Indigenous’.● Policy BOD-GP12 – Paragraph 2 – delete the first sentence.● Policy BOD-GP13 – Item 6 & 7 – delete● Policy BOD-GP21 – Policy to be revised to reflect the members must sign the Directors Duties, Conflict of Interest and Code of Conduct documents. **L. Bonanno to update****11.4 May Meeting Date**● The Board agreed the next meeting will be held on Tuesday May 1st. D. Boulanger will chair the meeting in J. McPherson’s absence.**11.5 Ad Hoc Meeting Investment**● The Ad-Hoc committee was determined under Item 10.0. | **RES 29** |

 **12.0 LINKAGES & PARTNERSHIPS** |
| **12.1 QIC Meeting Minutes and Score Card – March 15, 2018** ● The minutes were reviewed, nothing noted. **12.2 Geraldton Hospital Auxiliary Report** ● M. Letourneau presented her report. ● J. McPherson noted to have a photographer present for the Volunteer appreciation social.It was moved by V. Tschajka and seconded by W. Anton that the report from the Auxiliary be accepted as presented.CARRIED | **RES 25** |
| **13.0 CEO REPORT:** |
| ● No items noted.● L. Bonanno noted there will be a celebration for the new Strategic Plan on May 30th from 1:30 – 3:00 pm. This will be open to the public. **It was moved by W. Anton** **and seconded by V. Tschajka that the report from the CEO be approved as presented.**CARRIED | **RES 26** |
|

|  |
| --- |
| **14.0 DECISION OF BOARD:** |
| 14.1 Physician Privileges**It was moved by V. Tschajka and seconded by W. Anton** **that the Board of Directors approves the list of physician privileges as presented.****CARRIED** | **RES 27** |
|

|  |
| --- |
| ***15.0 ROUND TABLE DISCUSSION*** |
| *● L. Bonanno reported the hospital has been selected as a BPSO (Best Practice Spotlight Organization) facility. L. Bonanno will be attending the kick off conference next week and is very proud of this accomplishment. L. Heerema will provide greater detail at next month’s meeting.**●* ***J. McPherson noted to add this to education for May meeting.****● V. Tschajka noted the Board should send Dr. Rhonda Crocker Ellacott a letter of congratulations for being appointed the CEO of the NW LHIN.**● M. Letourneau noted that Dr. Ellacott was previously at Nipigon.**● J. McPherson noted there will be an In-Camera meeting in June.* |  |

 |
|

|  |
| --- |
| **16.0 MONTHLY MEETING EVALUATION** |
| ● The Evaluation form was provided to members for completion. |  |

 |

 |
|

|  |
| --- |
| **17.0 TERMINATION OF REGULAR BOARD MEETING** |
| ● J. McPherson terminated the regular Board meeting at 7:05 p.m.**It was moved by T. Popowich and seconded by V. Tschajka that the Board of Directors Meeting be adjourned at 7:05 p.m.****CARRIED** | **RES 28** |

 |
|  **18.0 IN CAMERA MEETING** |
| ● No In Camera meeting was held. |  |
| **19.0 TERMINATION OF IN CAMERA MEETING** |
| ● No In Camera meeting was held. |  |
| **20.0 MEETING WITH MANAGEMENT (CEO ONLY)** |
| ● Nothing to report at this time |  |
| **21.0 MEETING WITHOUT MANAGEMENT** |
| ● Nothing to report at this time |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board Chair Signature