Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Hospital Boardroom, Tuesday, April 1, 2014 at 5:30 p.m.

Present: Jamie McPherson Victor Chapais Willy Anton

Voting Shirley Tyance (T) Margaret Anne Darling Audrey Johnston

Dorene Boulanger (T) Melanie Lankin Chico Tschajka

Non-Voting Kurt Pristanski Dr. Roy Laine Sylvie Duranceau

Diane Lauzon (recorder)

Regrets: Deanna Thibault Dale Randa

Voting

Regrets: Laurie Heerema Dr. Ryan Zufelt

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: 9 Attendance: 82%**

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| 1. CALL TO ORDER | |
| * 1. The meeting was called to order at 5:30 p.m., by the Chair, Jamie McPherson.   **1.2 Correspondence:**  1.2.1 NW LHIN re: H-SAA Extension:  ● A 3-month extension agreement for the H-SAA was received.  ● The Chair signed the agreement and K. Pristanski will return it to the NW LHIN.  1.2.2 OHA Media Release re: ONA Bargaining:  ● Notice was received regarding the ONA bargaining going to arbitration.  ● The OHA will continue to monitor public commentary about the ONA-OHA negotiations and will advise hospitals when an arbitration award is issued.  1.2.3 NW LHIN re: One-Time Funding:  ● K. Pristanski reported that the emailed notice of one-time funding of $40,216 stated it was to be used for equipment purchases only but the official letter did not mention of equipment purchases at all.  ● K. Pristanski inquired about the use of the funding but has not received a response yet. If it is indeed to be utilized for equipment only, the funding will be applied to the lab analyzer purchased in January since the funds had to be utilized before March 31/14.   * 1. **Education:**   1.3.1 Final Bylaw Review:  ● A. Johnston noted some corrections.  ● Members discussed the need to have a definition for First Nations and concurred that it would be a good idea to have one.  ● V. Chapais added that the definition should state knowledge of the First Nations culture because the Hospital serves First Nations people that speak Ojibway, Cree and Oji-Cree.  ● Following a short discussion, the Board agreed on the following definition:  “First Nations Director” means a person who understands the local First Nations culture and is able to represent the interests of the First Nations communities.  **It was moved by A. Johnston and seconded by W. Anton that the Board of Directors approves and recommends the Bylaw as amended to the Geraldton District Hospital Corporation.**  1.3.2 Financial Literacy for Directors of Not-for-Profit Boards: June 9/14:  ● If a Board member wishes to attend this conference, please contact D. Lauzon to get registered. | **Carried** |
| 2. ADOPTION OF THE AGENDA | |
| ● J. McPherson asked if there were any amendments to the agenda.  **It was moved by M. Lankin and seconded by D. Boulanger to approve the agenda as presented.** | **Carried** |
| **3. DECLARATION OF CONFLICTS OF INTEREST** | |
| ● None. |  |
| **4. ADOPTION OF MINUTES** | |
| **4.1 Regular Meeting, March 4, 2014:**  ● J. McPherson asked if there were any errors or omissions in the March 4, 2014 regular Board meeting minutes.  **It was moved by C. Tschajka and seconded by W. Anton to accept the minutes as presented.** | **Carried** |
| **5 BUSINESS ARISING FROM MINUTES** | |
| **5.1 Strategic Plan Goals and Objectives:**  ● K. Pristanski reported that Lori Marshall met with the managers and together they developed goals, objectives and timelines.  ● K. Pristanski highlighted each individual goal.  ● Some changes were made.  ● V. Chapais reported that the Reserve #58 and Ginoogaming are presently running Suboxone treatments. The Hospital may wish to consider a partnership in the program.  ● **K. Pristanski will develop a pamphlet for the community. The draft pamphlet will be reviewed at the next meeting.**  ● Members requested that the document be reviewed on a quarterly basis.  **It was moved by C. Tschajka and seconded by A. Johnston that the Board approves the Strategic Plan Goals and Objectives as amended.**  **5.2 Ethics Committee Meeting: Update:**  ● K. Pristanski reported that L. Heerema sent a memo seeking CUPE members on the Ethics Committee but as of last week no response had been received.  **5.3 “Je parles en français” Button:**  ● S. Duranceau reported that it would be difficult to have staff wear buttons because they could ruin clothing, etc.  ● She added that signs have been posted or placed in departments where there is French-speaking staff.  ● K. Pristanski noted that perhaps the hospital should consider stickers for French-speaking staff.  ● M.A. Darling noted that perhaps staff who speak French should be trained to address patients in French first.  ● **S. Duranceau will convene a meeting of the French Language Advisory Committee to review this issue and make a recommendation to the Board.** | **Carried** |
| **6. NEW BUSINESS** | |
| **6.1 Draft Board Annual Board Self-Assessment Policy:**  ● K. Pristanski noted that the attached draft policy was a recommendation from the Board QI Team.  ● Members reviewed the policy.  **It was moved by M. Lankin and seconded by C. Tschajka that the Board approve policy BOD-GP18 as presented.**  **6.2 Capital Budget 2014/15:**  ● K. Pristanski highlighted the requested 2014/15 equipment ($332,881) and renovation ($314,600) budget.  ● J. McPherson requested that the $40,000 for AC washroom planning be changed to $60,000. Members concurred.  **It was moved by C. Tschajka and seconded by W. Anton that the Board approves the 2014/15 Capital Budget in the amount of $667,481, as amended.** | **Carried**  **Carried** |
| **7. LINKAGES & PARTNERSHIPS** | |
| **7.1 Geraldton Hospital Auxiliary:**  ● M. Lankin reported that the Auxiliary raised $2,917 at the Penny Auction. That was the biggest profit yet.  ● She added that the Auxiliary spring conference will be held in Thunder Bay April 11-12/14.  ● M. Lankin thanked the Board for the appreciation letter that was received.  It was moved by M. Lankin and seconded by V. Chapais that the report from the Auxiliary be accepted.  7.2 Board of Directors QI Team Meeting – March 5/14:  ● K. Pristanski asked if there were any questions regarding the notes.  ● It was noted that the results for the staff satisfaction survey should be 69.2%.  It was moved by A. Johnston and seconded by S. Tyance that the report from the Board of Directors QI Team be accepted.  7.3 Quality Improvement Committee Meeting – February 27/14:  ● A. Johnston asked if there were any questions regarding the minutes.  It was moved by A. Johnston and seconded by V. Chapais that the report from the Quality Improvement Committee be accepted.  7.4 Healthier Community Advisory Committee Minutes – March 20/14:  ● K. Pristanski asked if there were any questions regarding the minutes.  ● A. Johnston noted that the meeting date is the same day as the QIC.  ● The HCAC meeting date will be changed to May 29/14.  It was moved by A. Johnston and seconded by C. Tschajka that the report from the Healthier Community Advisory Committee be accepted. | **Carried**  **Carried**  **Carried**  **Carried** |
| **8. MEDICAL STAFF** | |
| **8.1 Medical Advisory Committee Meeting – February 24/14:**  ● Dr. Laine highlighted the minutes.  **It was moved by M. Lankin and seconded by C. Tschajka that the report from the Medical Advisory Committee be accepted.** | **Carried** |
| **9. CHIEF NURSING OFFICER (CNO) REPORT** | |
| ● K. Pristanski asked if there were any questions regarding the CNO report.  **It was moved by A. Johnston and seconded by M.A. Darling that the CNO report be accepted.** | **Carried** |
| **10. CHIEF OF CLINICAL SERVICES (CCS) REPORT** | |
| ● S. Duranceau reported that the candidate who accepted the Occupational Therapist position had an emergency in the family and can no longer relocate.  ● S. Duranceau has started the recruitment process again.  ● She also reported that there were a few physician inquiries a while back but she has not heard anything recently.  **It was moved by C. Tschajka and seconded by V. Chapais that the CCS report be accepted.** | **Carried** |
| **11. CEO REPORT** | |
| ● K. Pristanski highlighted his report.  ● Health Links: K. Pristanski reported that the RFP was advertised but had to be retracted because the ministry asked the Northern Lights Health Link to change its name to the District of Thunder Bay Health Link. This will delay approval by approximately one month.  **It was moved by C. Tschajka and seconded by M.A. Darling that the CEO report be accepted.** | **Carried** |
| **12. ROUND-TABLE DISCUSSION** | |
| ● A. Johnston reminded the members of the upcoming Volunteer Appreciation Social on April 7.  ● W. Anton reported that a Hike for Hospice will be held on May 4. She is looking for sponsors.  ● D. Lauzon reported that Mr. Ken Switzer’s two sons will be attending the Volunteer Appreciation Social. She also advised the Board members that she has changed her last name. |  |
| **13. BI-MONTHLY MEETING SELF-EVALUATION:** | |
| ● J. McPherson reminded the members to complete the evaluation and to hand it in to D. Lauzon.  ● The summary will be reviewed at the next meeting. |  |
| **14. TERMINATION OF REGULAR BOARD MEETING** | |
| **It was moved M. Lankin and seconded by C. Tschajka that the regular meeting be adjourned at 7:29 p.m.** | Carried |