Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Hospital Boardroom, Tuesday, January 7, 2014 at 5:30 p.m.

Present: Jamie McPherson Victor Chapais Willy Anton

Voting Shirley Tyance Audrey Johnston Dale Randa

Chico Tschajka Melanie Lankin

Non-Voting Kurt Pristanski Dr. Ryan Zufelt Sylvie Duranceau

Laurie Heerema Dr. Roy Laine Diane Kampela (recorder)

Regrets: Deanna Thibault Margaret Anne Darling Dorene Boulanger

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 | |
| * 1. Following the annual Board picture, the meeting was called to order at 5:35 p.m., by the Chair, Jamie McPherson.   ● Happy New Year to all and welcome back S. Tyance.  **1.2 Correspondence:**  1.2.1 MOHLTC re: Agreement with GDH for Nakina Nursing Station:  ● K. Pristanski reported that the notice of 0% increase was received last month.  ● The Hospital had forecasted a 2% increase; therefore savings will have to be found over the last 3 months of the fiscal year.  1.2.2 NW LHIN re: Governance to Governance:  ● Board members who are interested in attending the governance to governance videoconference should advise D. Kampela so that they can be registered.  ● W. Anton, A. Johnston, K. Pristanski, S. Duranceau and L. Heerema will participate.   * 1. **Education:**   1.3.1 Bylaw Review: Articles 5 to 10:  ● Articles 5 to 10 of the Bylaw were reviewed.  ● **The remaining articles will be reviewed at the next meeting.**  ● **A final review will take place at the March meeting with all the changes put in bold letters.** |  |
| 2. ADOPTION OF THE AGENDA | |
| ● J. McPherson asked if there were any amendments to the agenda.  **It was moved by W. Anton and seconded by A. Johnston to approve the agenda as received.** | **Carried** |
| **3. DECLARATION OF CONFLICTS OF INTEREST** | |
| ● None. |  |
| **4. ADOPTION OF MINUTES** | |
| **4.1 Regular Meeting, December 3, 2013:**  ● J. McPherson asked if there were any errors or omissions in the December 3, 2013 regular Board meeting minutes.  **It was moved by A. Johnston and seconded by S. Tyance to accept the minutes as presented.** | **Carried** |
| **5 BUSINESS ARISING FROM MINUTES** | |
| **5.1 Definition of Physician Assistant:**  ● K. Pristanski reported that he searched for a physician assistant definition but since they are unregulated health care workers, there is no specific definition to be found.  ● K. Pristanski added that the Board should not worry about it at this time since there is no such position at the Hospital.  **5.2 Board Meeting Start Time in Times Star:**  ● D. Kampela reported that this has been done. |  |
| **6. NEW BUSINESS** | |
| **6.1 Executive Limitations Policies and Procedures:**  ● Policies BOD-EXL1 to 16 were reviewed.  ● It was noted that CEO should be written in full at the beginning of several of the policies.  ● BOD-EXL7: the order of the items in #3 were changed.  ● BOD-EXL8: item 3.1 was modified to read “Geraldton District Hospital Mission Statement”.  ● BOD-EXL9: same as above.  ● BOD-EXL14: Senior Management was changed to Senior Executives.  **It was moved by C. Tschajka and seconded by A. Johnston that the Board approve the Executive Limitations policies and procedures as reviewed and amended.** | **Carried** |
| **7. LINKAGES & PARTNERSHIPS** | |
| **7.1 Geraldton Hospital Auxiliary:**  ● M. Lankin reported that the Auxiliary purchased non-slip socks and poinsettias for the LTC residents.  ● She also reported that the Auxiliary Annual General Meeting would be held on Monday, January 13/14 at 8:00 p.m. in the Hospital boardroom.  ● M. Lankin also reported that Myrna Letourneau and Dorothy Friske are available to sit with patients while they receive their chemotherapy.  ● A lengthy discussion took place regarding chemo services.  -L. Heerema noted that the physicians at the Cancer Centre are not promoting the cancer centre satellite offices.  -K. Pristanski added that it is in part the result of the new funding formula for Quality Based Procedures.  -L. Heerema added that GDH staff need to maintain their competency and funding will be cut if cancer patients do not receive their chemotherapy at GDH.  ● **K. Pristanski, L. Heerema and S. Duranceau will investigate promoting chemotherapy services locally.**  **It was moved by M. Lankin and seconded by W. Anton that the report from the Geraldton District Hospital Auxiliary be accepted.**  7.2 Board of Directors QI Team Meeting – December 4/13:  ● K. Pristanski asked if there were any questions regarding the notes.  It was moved by W. Anton and seconded by A. Johnston that the report from the Board of Directors QI Team be accepted.  7.3 Quality Improvement Committee Meeting – December 18/13:  ● A. Johnston asked if there were any questions regarding the minutes.  It was moved by A. Johnston and seconded by C. Tschajka that the report from the Quality Improvement Committee be accepted. | **Carried**  **Carried**  **Carried** |
| **8. MEDICAL STAFF** | |
| **8.1 Medical Advisory Committee Meeting:**  ● Dr. Laine highlighted the minutes of December 11/13.  ● A lengthy discussion took place regarding VON services.  -L. Heerema reported that she gave VON a January 19/14 deadline to pull the services from the Hospital staff to help with VON services.  -K. Pristanski noted that last year VON did not have nurses in Manitouwadge because VON nurses are paid significantly less. The Manitouwadge Hospital took over the service and paid nurses the same as in the hospital.  ● **K. Pristanski will contact Tuija Puiras at CCAC to see if home care services could be transferred to the Hospital, similar to Manitouwadge, in order to ensure continuity of services.**  **It was moved by A. Johnston and seconded by W. Anton that the report from the Medical Advisory Committee be accepted.**  **8.2 Physician Privileges:**  ● Dr. Laine noted the privileges, as recommended by the Medical Advisory Committee.  **It was moved by S. Tyance and seconded by M. Lankin that the Board of Director approves the physician privileges, as listed.** | **Carried**  **Carried** |
| **9. CHIEF NURSING OFFICER (CNO) REPORT** | |
| ● L. Heerema asked if there were any questions regarding her report.  ● A member inquired about the closed-loop medication system. L. Heerema elaborated on the system.  ● L. Heerema reported that Barbara Munroe was hired as the Anishnabe Resource Worker. She started her orientation today.  **It was moved by C. Tschajka and seconded by D. Randa that the CNO report be accepted.** | **Carried** |
| **10. CHIEF OF CLINICAL SERVICES (CCS) REPORT** | |
| ● S. Duranceau asked if there were any questions regarding her CCS report.  **It was moved by C. Tschajka and seconded by W. Anton that the CCS report be accepted.** | **Carried** |
| **11. CEO REPORT** | |
| ● K. Pristanski highlighted his report.  ● Events: the Hospital staff thank the Board for a wonderful Christmas event. Please contact D. Kampela if anyone is interested in curling. Chico volunteered. There will be a memory expert event on February 18/14. Details to follow.  ● NW LHIN Small Hospital Project: K. Pristanski advised the LHIN that it is not good relations to redistribute funds amongst hospitals.  ● Health Links: the Readiness Assessment is currently being reviewed by the LHIN.  ● HAPS: the deadline of February 14/14 was recently received. A Fiscal Advisory Committee meeting is scheduled for Monday, January 13/14.  ● Capital Project: discussion took place regarding the hospital expansion and/or proposal for a new hospital. This will be further discussed further during the strategic planning process.  ● **Members requested to include the ER expansion plan in the next Board package for review.**  **It was moved by S. Tyance and seconded by M. Lankin that the CEO report be accepted.** | **Carried** |
| **12. ROUND-TABLE DISCUSSION** | |
| ● A. Johnston noted that it was a very informative meeting. Good discussion regarding chemotherapy services.  ● S. Tyance said that she was glad to be back. She noted that the information on the informative TV screen in the main lobby is quite small. **K. Pristanski will ask IT to make the font bigger.** S. Tyance added that perhaps something about GDH’s chemo services can be added to the information screen.  ● W. Anton noted that it was a good meeting. |  |
| **13. BI-MONTHLY MEETING SELF-EVALUATION SUMMARY:** | |
| ● Members reviewed the attached summary.  ● J. McPherson reminded the members not to be afraid to ask questions throughout the meeting. |  |
| **14. TERMINATION OF REGULAR BOARD MEETING** | |
| **It was moved C. Tschajka and seconded by M. Lankin that the regular meeting be adjourned at 7:21 p.m.** | Carried |