Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Boardroom, Tuesday, January 10, 2017 at 5:30 p.m.

Present: Jamie McPherson Mark Wright Willy Anton

Voting Kathryn Legault Dorene Boulanger (T) Dean Burke

Ralph Humphreys Peter Shebagabow Myrna Letourneau

Chico Tschajka

Non-Voting Lucy Bonanno Sylvie Duranceau Dr. Laine

Dr. Zufelt Laurie Heerema Diane Lauzon (recorder)

Regrets: Sheri Taylor

Voting

Regrets:

Non-Voting

Guest: Dan Hill (T)

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

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

**Total Board Members (voting): 11 Present: 10 Attendance: 91%**

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| CALL TO ORDER | |
| 1.1.1 Welcome and Chair’s Opening Remarks:  ● The meeting was called to order at 5:32 p.m., by the Chair, J. McPherson.  ● J. McPherson reported that the Investors Group presentation was deferred to the February meeting.   * 1. **Correspondence:**   1.2.1 Legislation that Delivers Better Health Care for Facilities:  ● For member information.  1.2.2 LHIN re: Small Hospital Base Funding Enhancement #2:  ● J. McPherson noted that it was confirmed an additional 2% increase was received.  1.2.3 Thank You from CFHI and CFN:  ● For member information.   * 1. **Education:**   1.3.1 Rural and Northern Health Care Conference:  ● J. McPherson encourages those who can attend the conference to do so. |  |
| 2.0 ADOPTION OF THE AGENDA | |
| ● J. McPherson asked if there were any amendments to the agenda.  ● Item 8.2 2017/18 HAPS was moved to 3.1.  **It was moved by W. Anton and seconded by D. Burke to approve the agenda as amended.** | **Carried** |
| **3.0 DECLARATION OF CONFLICTS OF INTEREST** | |
| ● No declaration of conflicts.  **3.1 2017/18 HAPS:**  ● D. Hill highlighted the document page by page.  ● Service Volumes: foot care should $0 for 2017/18 as the hospital no longer offers the service.  ● Statement of Operations:  -Revenue and Expenses: budgeting for a 2% increase over last year.  -Other – Supplies (expenses): includes hydro and food increases.  ● Budgeted FTE: administration; funding for HR Intern will be received. The QI Intern was offered a permanent position.  **It was moved by C. Tschajka and seconded by M. Letourneau to approve the 2017/18 HAPS as amended ($0 for foot care).** | **Carried** |
| **4.0 CONSENT AGENDA** | |
| **4.1 Regular Board Meeting Minutes – December 6, 2016:**  **4.2 Fiscal Advisory Committee Minutes – December 8, 2016:**  **4.3 Volunteers’ Tree of Life Committee Minutes – December 1, 2016:**  **4.4 CCS Report:**  **4.5 CNO Report:**  **It was moved by D. Burke and seconded by P. Shebagabow to accept the Consent Agenda as received.** | **Carried** |
| **5.0 ITEMS LIFTED FROM CONSENT AGENDA** | |
| ● None. |  |
| **6.0 BUSINESS ARISING FROM MINUTES** | |
| **6.1 Treaty Acknowledgment:**  ● Members reviewed the attached example and made some changes.  **It was moved by D. Boulanger and seconded by K. Legault to approve the Treaty Acknowledgement as amended.**  **6.2 Strategic Plan Goals and Objectives:**  ● L. Bonanno reported that out of 49 objectives, 44 are completed. She added that the outstanding objectives are out of hospital control but are being monitored.  ● Dr. Zufelt noted that the Marten Falls clinic is not quite ready yet but the physicians have reached out to the 2 clinic nurses to advise them that they would be available to help provide service to the clinic.  **6.3 Orientation for Committees:**  ● **Deferred.** | **Carried** |
| **7.0 CAPITAL PLAN ED RELOCATION PROJECT UPDATE** | |
| ● L. Bonanno informed the members that Perkins Eastman Black Architects was the successful firm selected for the ED project.  ● L. Bonanno added that the contract with Perkins Eastman Black Architects was negotiated and they will be on site this Thursday.  ● She added that things are moving forward.  ● L. Bonanno will provide a news release for the newspaper soon to inform the community. |  |
| **8.0 NEW BUSINESS** | |
| 8.1 Volunteer’s Tree of Life Nominations:  ● J. McPherson stated that they have looked at nominating past Board members but it has been difficult.  ● J. McPherson asked for members’ thoughts.  ● D. Lauzon will include the summary of past Board members serving over 10 years or other notable achievements in the next meeting package for review and discussion.  8.2 2017/18 HAPS:  ● Previously discussed and approved.  8.3 Executive Limitations Policies (BOD EXL-1-16):  ● Members reviewed the policies.  ● BOD-EXL11 – Whistle-Blower Policy: the word “may” was changed to “shall” in the first sentence of the procedure.  ● BOD-EXL12 – Public Reporting of Expense Claim Information: the wording in item d) was changed.  ● BOD-EXL16 – CEO Expense Reporting and Approval: Chair was changed to Treasurer or designate.  It was moved by M. Wright and seconded by R. Humphreys to approve the Executive Limitations policies and procedures as reviewed and revised.  8.4 Individual Assessment:  ● J. McPherson informed the members that the OHA will not be ready until April for the individual assessment (in order to compare GDH to other hospitals).  ● The item will be left on the agenda.  8.5 Physician Recruitment:  ● J. McPherson reported that there was an article in the Chronicle Journal stating that the Fort Frances Foundation is accepting donations for physician recruitment.  ● J. McPherson asked that M. Wright or L. Bonanno speak to Michael Gravelle the next they see him as this is concern; small towns are now fighting for physicians. It is not fair to utilize tax payers’ money for recruitment.  ● Dr. Zufelt noted that he would be interested in speaking to M. Gravelle or Eric Hoskins regarding physician recruitment.  ● M. Wright suggested speaking to M. Gravelle at the next Municipality conference in August. It is a good opportunity to bring up the concern. The Board suggested that M. Wright speak to Mr. Gravelle sooner than August, if possible.  ● S. Duranceau asked for clarification about the recruitment. Are the donations used for a recruiter or the funds given to a physician? M. Wright responded that funds are most likely utilized for a recruiter.  ● J. McPherson will forward the article to M. Wright and L. Bonanno.  8.6 Bylaw Update:  ● L. Bonanno reported that the first draft of the amended Bylaw will be received soon. She suggested that an Ad Hoc Committee be formed to review the draft before presenting it to the entire Board.  ● The following members volunteered for the Ad Hoc Committee: M. Letourneau, C. Tschajka, J. McPherson and L. Bonanno. | **Carried** |
| **9.0 LINKAGES AND PARTNERSHIPS** | |
| 9.1 QIC Meeting Minutes and Score Card – December 15, 2016:  ● J. McPherson asked if there were any questions or concerns regarding the minutes.  ● The following were comments noted from the Board score card.  -Strategic Plan % Goals Attained: a new metric will be required.  -Current Ratio and Total Margin: both indicators were correct at 2.1.  -A brief discussion was held regarding last year’s 50% average for the individual members assessment completed.  It was moved by R. Humphreys and seconded by C. Tschajka to approve the December 15/16 Quality Improvement Committee minutes as received.  9.2 Geraldton District Hospital Auxiliary (GDHA) Report:  ● M. Letourneau reported the following:  -GDHA is entering its 70th anniversary year.  -The GDHA AGM will be held next Tuesday.  -The membership drive will start next month.  ● M. Letourneau noted that she and Dorothy Friske will be meeting with L. Heerema to review items that the GDHA could possibly purchase/donate to the hospital.  It was moved by M. Letourneau and seconded by W. Anton that the verbal report from the Auxiliary be accepted. | **Carried**  **Carried** |
| **10.0 MEDICAL STAFF** | |
| **10.1 Physician Privileges:**  ● None. |  |
| **11.0 CHIEF EXECUTIVE OFFICER (CEO) REPORT** | |
| ● J. McPherson asked if there were any questions or concerns regarding the CEO report.  ● No questions or concerns were raised.  **It was moved by D. Burke and seconded by W. Anton that the report from the CEO be accepted.** | **Carried** |
| **12.0 ROUND TABLE DISCUSSION** | |
| ● D. Burke noted that it was a quick meeting.  ● Dr. Laine reported that he is expecting a couple of medical students at the end of the month.  ● J. McPherson noted that the attendance at this evening’s meeting was good; thank you.  ● D. Boulanger noted that it was a good meeting.  ● S. Duranceau informed the Board members that a locum will be coming with a second-year resident at the end of March. She added that GDH is once again on the University of Toronto’s radar but they need the faculty for residents. She added that the new locum currently here is very happy with our facilities.  ● Dr. Zufelt noted that it is good to entice second-year residents when they are at GDH.  ● L. Bonanno informed the members that she heard today that Astrocom Cablevision will be shutting down. The Hospital pays for the cable on LTC. She added that costs will be incurred to find a new company. |  |
| **13.0 BI-MONTHLY MEETING EVALUATION SUMMARY:** | |
| ● Members reviewed the attached evaluation summary.  ● The grand average was 7.9. Most members noted that it was a good meeting.  ● A brief discussion was held regarding the rating for the agenda evaluation. The rating for question #1 will be changed to “agree” and “disagree”. |  |
| **14.0 TERMINATION OF REGULAR BOARD MEETING** | |
| **It was moved by M. Letourneau and seconded by K. Legault that the regular meeting be adjourned at 6:51 p.m.** | Carried |

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Board Chair Signature