Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Hospital Boardroom, Tuesday, March 4, 2014 at 5:30 p.m.

Present: Jamie McPherson (T) Victor Chapais Deanna Thibault

Voting Willy Anton Shirley Tyance Margaret Anne Darling

Audrey Johnston Dorene Boulanger Dale Randa

Chico Tschajka

Non-Voting Kurt Pristanski Dr. Roy Laine Laurie Heerema

Diane Kampela (recorder)

Regrets: Melanie Lankin

Voting

Regrets: Sylvie Duranceau Dr. Ryan Zufelt

Non-Voting

Guest: Lori Marshall

# 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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| 1. CALL TO ORDER | |
| * 1. The meeting was called to order at 5:33 p.m., by the Vice-Chair, Victor Chapais.   **1.2 Correspondence:**  1.2.1 NW LHIN re: H-SAA Notice:  ● For member information.  1.2.2 MOHLTC re: Physician On-Call Funding:  ● For member information.   * 1. **Education:**   1.3.1 Final Bylaw Review:  ● **Deferred to the next meeting.**  1.3.2 Strategic Framework for Health Care Boards Conference – May 24/14, Toronto:  ● If a Board member wishes to attend this conference, please contact D. Kampela to get registered.  1.3.3 Executive Compensation Conference Call:  ● J. McPherson briefed the Board members about the conference call he participated in regarding executive compensation.  ● He noted that they discussed having a standardized framework. He added that different discussions are being held within the government regarding new upcoming salary legislation.  ● K. Pristanski elaborated on the executive compensation, noting that salaries are frozen for executives who make over $100,000/year. Everyone now waits to see what the government’s decision will be regarding the release of the salary legislation whether it gets passed before or after the next election.  **1.3.4 Driving Health Care System Transformation Conference:**  ● K. Pristanski noted that the conference will be held in Thunder Bay on Monday, April 14/14 and there is no registration fee.  ● Anyone interested in attending should contact D. Kampela as soon as possible.  **1.3.5 Rural and Northern Health Care Conference:**  ● K. Pristanski noted that the conference will be held in Toronto May 8-9/14.  ● Anyone interested in attending should contact D. Kampela as soon as possible. |  |
| 2. ADOPTION OF THE AGENDA | |
| ● V. Chapais asked if there were any amendments to the agenda.  ● The following items were added to the agenda.  1.3.4 Driving Health Care System Transformation Conference  1.3.5 Rural and Northern Health Care Conference  **It was moved by D. Thibault and seconded by A. Johnston to approve the agenda as amended.** | **Carried** |
| **3. DECLARATION OF CONFLICTS OF INTEREST** | |
| ● None. |  |
| **4. ADOPTION OF MINUTES** | |
| **4.1 Regular Meeting, February 4, 2014:**  ● V. Chapais asked if there were any errors or omissions in the February 4, 2014 regular Board meeting minutes.  **It was moved by D. Boulanger and seconded by W. Anton to accept the minutes as presented.** | **Carried** |
| **5 BUSINESS ARISING FROM MINUTES** | |
| **5.1 Strategic Planning and Integration: Lori Marshall:**  ● Lori Marshall noted that she would review the themes and goals with the Board members this evening and review the document with the managers tomorrow to determine the objectives, responsible person and timelines.  ● L. Marshall noted that the focus group discussions mainly focused on:  -Community supports  -Community services  -Client-centred  ● She added that a good deal of time was spent discussing ALC patients in the focus groups, as well as chronic disease management.  ● She noted that many people are leaving the community for pregnancy, cancer treatment, etc.  ● L. Marshall stated that sharing past accomplishments with staff and the community/public is very important.  ● The themes discussed were the 5 previous themes, plus Cultural Competence.  ● L. Marshall presented the Board with 3 architecture options:  1. Same format as previous 2 Strategic Plans  2. Strategy Map Approach  3. Strategic Direction and Strategic Enabler.  ● She added that K. Pristanski, L. Heerema and S. Duranceau concurred with option 3.  ● Following a lengthy discussion, the Board concurred with option 3.  ● J. McPherson suggested distributing the Strategic Plan pamphlet yearly to show the progresses made.  ● L. Marshall reported that following tomorrow’s meeting with the managers, she will provide the Board with the detailed objectives for review at the next meeting.  **5.2 Governance Process Policy BOD-GP12:**  ● K. Pristanski reported that he revised the In-Camera policy and the Bylaw Appendix A with the purpose of matching the two to each other.  **It was moved by C. Tschajka and seconded by W. Anton to approve the In-Camera policy and procedure as amended.**  **5.3 Hospital Property Smoking Ban Ad Hoc Committee:**  ● K. Pristanski reported that not one person has responded to the memo. He added that perhaps the Ethics Committee should look at this issue.  ● A brief discussion took place.  ● Members concurred that the Ethics Committee should indeed explore this matter.  ● **L. Heerema will schedule an Ethics Committee meeting and update the Board next month.**  **5.4 Letter of Appreciation to Auxiliary:**  ● An appreciation letter was sent to the Auxiliary on behalf of the Board.    **5.5 Volunteer Tree of Life Nomination:**  ● The nomination form was received from J. McPherson.  ● A. Johnston reported that the Volunteer Tree of Life Ad Hoc Committee met this morning and 6 nominations were accepted. They were:  -Dorothy Burgoyne (Horticultural Society)  -Grace Bloomfield (Horticultural Society)  -Ken Switzer (Board)  -Monique Perreault (Hospice Northwest)  -Arnie Friske (Auxiliary)  -Françoise Fullum (Auxiliary)  ● A. Johnston reminded everyone that the Volunteer Social is scheduled for Monday, April 7/14 at 7:00 p.m. in the Hospital lobby.  ● She added that the Times Star has been invited to the Social. | **Carried** |
| **6. NEW BUSINESS** | |
| **6.1 Board – CEO Relationship Policies and Procedures:**  ● Policies BOD-BC1 to 5 were reviewed.  **It was moved by D. Boulanger and seconded by D. Randa that the Board approve all of the Board - CEO Relationship policies and procedures as reviewed.** | **Carried** |
| **7. LINKAGES & PARTNERSHIPS** | |
| **7.1 Geraldton Hospital Auxiliary:**  ● A. Johnston reminded the members of the upcoming Penny Auction Sale at the Legion on March 22/14. Tickets will be on sale at Tru-Value the week before the Auction.  7.2 Board of Directors QI Team Meeting – February 5/14:  ● K. Pristanski reported that the Team reviewed and selected a new Board self-assessment tool from the OHA’s Governance Centre for Excellence.  ● Although the tool is titled “self-assessment”, it assesses the overall performance of the Board, not individual performance.  ● The new tool is digital and a link will be forwarded to each Board member to complete.  ● K. Pristanski asked if there were any questions regarding the notes.  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:  ● The Chair, A. Johnston, informed the members that the minutes will be distributed at the next meeting.  ● K. Pristanski highlighted the Quality Improvement Plan (QIP) that was distributed at the start of the meeting.  ● J. McPherson asked what control the Chief of Clinical Services (CCS) has on the Total Margin and Current Ratio indicators. K. Pristanski responded that S. Duranceau looks after departments that are costly (i.e.: rehab, imaging, lab). The indicators in those departments are also physician driven and it is difficult to tie indicators to her compensation.  ● J. McPherson added that for next year’s QIP, the Committee should find out what indicators are really tied to the CCS compensation.  ● K. Pristanski reported that there is one new indicator on the QIP; discharge planning.  ● K. Pristanski asked the members if they had any questions.  ● Pay for Performance “claw backs” were questioned. K. Pristanski responded that claw backs were implemented for all senior managers in 2011/12 and 2012/13 because of the 2-year salary legislation. In 2013/14 the legislation changed and claw backs are now only implemented for senior managers who are paid over $100,000.  ● Board members did not concur with this system but it is out of their control.  It was moved by D. Thibault and seconded by D. Boulanger that the Board of Directors approve the 2014/15 Quality Improvement Plan. | **Carried**  **Carried** |
| **8. MEDICAL STAFF** | |
| **8.1 Medical Advisory Committee Meeting – January 29/14:**  ● Dr. Laine highlighted the minutes. He elaborated on the OBS services, noting that scheduled obstetrical services were discontinued, as of March 1/14 because too few physicians are on-call and the low number of deliveries. A notice will be in tomorrow’s newspaper. Minutes of the February 24/14 meeting will be in next month’s Board package.  **It was moved by C. Tschajka and seconded by W. Anton that the report from the Medical Advisory Committee be accepted.**  **8.2 Physician Privileges:**  ● K. Pristanski reported that the privileges are delayed due to a new computer process.  ● The privileges will be brought back for approval at the next meeting. | **Carried** |
| **9. CHIEF NURSING OFFICER (CNO) REPORT** | |
| ● L. Heerema asked if there were any questions regarding her CNO report.  ● She added that no solution has been determined yet for the VON services.  ● K. Pristanski added that he has yet to receive a response to the letter he sent VON on February 3/14. However, the VON has at least advertised to fill the vacancies.  **It was moved by D. Boulanger and seconded by C. Tschajka that the CNO report be accepted.** | **Carried** |
| **10. CHIEF OF CLINICAL SERVICES (CCS) REPORT** | |
| ● K. Pristanski reported some good news on behalf of the CCS. An occupational therapist has been recruited; however a start date has yet to be determined.  ● Members enjoyed seeing the rehab priorities and their explanations.  ● K. Pristanski added that he will review the budget in the fall and he may consider hiring a third physiotherapist.  ● A. Johnston noted that the community should be made aware of the priorities.  ● K. Pristanski noted that S. Duranceau could prepare a news release for the Times Star.  ● It was also suggested to introduce the OT to the community in the news release.  **It was moved by A. Johnston and seconded by D. Thibault that the CCS report be accepted.** | **Carried** |
| **11. CEO REPORT** | |
| ● K. Pristanski highlighted his report.  ● Health Links: K. Pristanski reported that the MOHLTC has approved the Readiness Assessment. The Health Link has advertised a Request of Expression of Interest for a consultant to develop a business plan.  ● Capital Plan: K. Pristanski reported that the MOHLTC has contacted him several times recently regarding the Plan; therefore it means they are actively reviewing the Emergency Department Relocation proposal.  **It was moved by C. Tschajka and seconded by W. Anton that the CEO report be accepted.** | **Carried** |
| **12. ROUND-TABLE DISCUSSION** | |
| ● W. Anton reported that the evening with Bob Gray was nice.  ● A. Johnston concurred with W. Anton’s comment.  ● D. Boulanger noted that it was a good meeting. Following Lori Marshall’s report, D. Boulanger believes it would be a good idea for French-speaking employees to have a “je parles français” button. **K. Pristanski will follow-up with S. Duranceau.**  ● D. Kampela reminded the Board members to bring their copy of the Bylaw that was included in tonight’s Board package at next month’s meeting. It will avoid having to photocopy the entire document again.  ● J. McPherson noted that there were good discussions with Lori Marshall. |  |
| **13. INDIVIDUAL BOARD MEMBER ASSESSMENT SUMMARY:** | |
| ● J. McPherson reported that there is still one assessment missing.  ● He added that there were a great deal of good comments made.  ● J. McPherson will review the summary with K. Pristanski. He added that there are good topics listed that could be utilized for Board education.  ● V. Chapais said there was a concern with many 6’s in the summary. However it was noted that there are a few new members on the Board, therefore they may not “strongly agree” (#7 and #8) with everything yet. |  |
| **14. TERMINATION OF REGULAR BOARD MEETING** | |
| **It was moved D. Randa and seconded by M.A. Darling that the regular meeting be adjourned at 7:33 p.m.** | Carried |