Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Boardroom, Tuesday, May 5, 2015 at 5:30 p.m.

Present: Jamie McPherson Dale Randa Dorene Boulanger

Voting Willy Anton Audrey Johnston Suzanne Lafrance

Victor Chapais Melanie Lankin (T) Chico Tschajka

Non-Voting Kurt Pristanski Sylvie Duranceau Laurie Heerema

Dr. Laine Diane Lauzon (recorder)

Regrets: Shirley Tyance Dean Burke

Voting

Absent: Dr. 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%**

|  |  |
| --- | --- |
| 1. CALL TO ORDER | |
| * 1. The meeting was called to order at 5:30 p.m., by the Chair, J. McPherson.     **1.2 Correspondence:**  1.2.1 NOSM Thank You Card:  ● Members were pleased to see the thank you card from Tiffany Connors, a Greenstone student attending NOSM.  1.2.2 Thank You Card from Evelyn Colepaugh  ● For member information.  ● J. McPherson noted that the Volunteers Social was well attended.  1.2.3 MOHLTC re: Nakina Nursing Station One-Time Funding:  ● K. Pristanski noted that he verbally announced the funding at the last meeting. Written confirmation was since received.  1.2.4 NW LHIN re: 2015/16 H-SAA Agreement:  ● For member information.  ● J. McPherson asked if anyone had questions. None were raised.  1.2.5 OHA: Update on Northern Issues:  ● For member information.  1.2.6 OHA: A New Approach to Health System Funding Reform (HSFR):  ● For member information.   * 1. **Education:**   1.3.1 Tour of Support Services Departments:  ● Deferred. |  |
| 2. ADOPTION OF THE AGENDA | |
| ● J. McPherson asked if there were any amendments to the agenda.  ● The following items were added to the agenda:  7.2 Pharmacy Backgrounder  7.3 LHIN Survey  ● **It was moved by W. Anton and seconded by D. Boulanger to approve the agenda as amended.** | **Carried** |
| **3. DECLARATION OF CONFLICTS OF INTEREST** | |
| ● None. |  |
| **4. CONSENT AGENDA** | |
| **4.1 Regular Board Meeting, April 7, 2015:**  **4.2 Board of Directors QI Team Notes – April 1, 2015:**    **4.3 Medical Advisory Committee Minutes – April 27, 2015:**  **4.4 Ethics Committee Minutes – April 23, 2015:**  **4.5 CNO Report:**  **4.6 CCS Report:**  **It was moved by C. Tschajka and seconded by V. Chapais to accept the Consent Agenda as received.** | **Carried** |
| **5 BUSINESS ARISING FROM MINUTES** | |
| **5.1 COS Evaluation: Update:**  ● K. Pristanski reported that he followed-up with one more potential candidate but was unsuccessful.  ● He added that there is one candidate who is interested in conducting the COS evaluation but he is from a big hospital.  ● Dr. Laine noted that he will send J. McPherson and K. Pristanski a list of duties that he does perform as Chief of Staff.  **5.2 Administration Bylaw:**  ● J. McPherson noted that he cannot remember why the item was added to the agenda a few months back.  ● It was requested to remove the item from the agenda.  **5.3 Geraldton District Hospital Auxiliary Calendar of Events: Follow-Up:**  ● M. Lankin reported that she followed-up with Myrna Letourneau but K. Pristanski responded that he has not received anything yet.  ● K. Pristanski noted that the Hospital wishes to encourage staff to volunteer at GDHA events.  ● It was requested to remove the item from the agenda.  **5.4 Board Annual Evaluation:**  ● D. Lauzon reported that she received annual evaluations from 6 Board members to date. She will send out a reminder email.  ● The summary will be included in the June Board package.  **5.5 Congratulatory Letter to M. Letourneau re: Hospice Northwest:**  ● For member information.  ● A. Johnston noted that M. Letourneau was very pleased with the letter.  **5.6 Congratulatory Letter to Laboratory Staff:**  ● J. McPherson noted that he personally delivered most of the letters to the laboratory staff. |  |
| **6. CAPITAL PLAN ED RELOCATION PROJECT UPDATE** | |
| ● K. Pristanski highlighted the attached documents.  ● He reported that he and J. McPherson will sign the final Stage 1 document this evening and it will be sent to the MOHLTC and the NW LHIN tomorrow.  ● C. Tschajka inquired how long until the project is “shovel ready”. K. Pristanski responded that the process has taken an extra 4 months for Stage 1 because the scope of the project was changed to include a long-term master plan for the entire facility over and above the ED project. If it takes as long for the other stages, it may be a couple of years before the project is shovel ready. Otherwise, hopefully next summer.  ● K. Pristanski added that the Ministry wants to ensure that the Hospital’s short-term plan (ED project) is not wasted.  ● Members concurred that everyone is anxious for the project to get started. |  |
| **7. NEW BUSINESS** | |
| 7.1 Strategic Plan Goals and Objectives: Board Responsibility:  ● J. McPherson noted that the Board has 3 goals and objectives to deal with.  -Goal 1: Review and amend the Corporation Bylaw regarding extent of and process for identifying First Nations representation to be more inclusive.  ● K. Pristanski noted that the Bylaw does have a definition for the First Nations Director.  ● There was some confusion with the term “more inclusive” in the goals and objectives.  ● Discussion took place regarding changing the First Nation representation to two, similar to the Francophone representation.  It was moved by D. Boulanger and seconded by W. Anton that Bylaw section 4.6 be amended to read “Of the eleven (11) members, two (2) will be Francophone and two (2) will be First Nation.  -Explore options to consider a name change of GDH to become a health centre emphasizing the First Nations culture similar to Sioux Lookout Meno Ya Win Health Centre.  ● Some members felt that a name change was not necessary.  ● L. Heerema reported that a similar discussion has been taking place over the last several Anishnabe Hospital Liaison Committee meetings. The Hospital name would not change but an Aboriginal slogan would be added to the Hospital signage.  ● V. Chapais noted that he never heard any First Nations people ask for a name change. He added that a syllabic slogan is always welcome but a complete name change is not necessary.  ● A lengthy discussion was held.  ● L. Heerema added that the white boards placed in patient rooms are trilingual.  ● Members concurred that new signage would be done with the new ED to improve inclusiveness for First Nation.  -Review and amend Corporation Bylaw regarding extent of and process for identifying Francophone representation to be more inclusive.  ● Members concurred that the goal is tied to the above goal regarding First Nations and the Bylaw already includes 2 Francophone Director’ representation.  ● Members concurred the goal is complete.  7.2 Pharmacy Backgrounder:  ● J. McPherson noted that a separate package regarding such was included with the Board package.  ● Clarification was asked regarding audio/visual. L. Heerema clarified.  ● L. Heerema reported that she wanted the Board members to be aware of the upcoming process since the Board is the “owner” of the Hospital. The pharmacy will have its own accreditation standards, similar to the Laboratory Department.  ● She elaborated on the upcoming visit, noting that she does not foresee any problems.  7.3 LHIN Survey:  ● J. McPherson noted that the LHIN had a booth at the recent Geraldton Trade Show and inquired if anyone had visited the booth.  ● W. Anton reported that she visited the booth and was told from the LHIN representatives at the booth that most of the comments were that GDH needs more physicians but the LHIN cannot do anything to help with physician recruitment/retention.  ● A. Johnston reported that she also visited the booth, noting that it was a nice set up. She noted that many comments brought forward to the LHIN were regarding help for people to stay in their homes longer. She added that the 2 ladies were very nice and it looked like they received numerous comments.  ● L. Heerema reported that she was approached by the 2 ladies at the LHIN booth about interviewing her to discuss GDH issues. She advised them that she was not getting involved outside of the Hospital.  ● S. Lafrance added that the ladies were very approachable and did not put words into people’s mouths. | **Carried** |
| **8. LINKAGES AND PARTNERSHIPS** | |
| 8.1 Geraldton District Hospital Auxiliary (GDHA):  ● M. Lankin reported that 8 GDHA members attended the spring conference held in Thunder Bay.  ● She also reported that the GDHA are requesting a Health Links presentation. K. Pristanski agreed to attend their next meeting to discuss Health Links.  ● Members reviewed the attached newsletter and were pleased to see everything that happens with the various Auxiliary organizations.  It was moved by M. Lankin and seconded by W. Anton that the report from the Auxiliary be accepted.  8.2 Quality Improvement Committee Meeting – April 16/15:  ● A. Johnston asked if there were any questions regarding the minutes. She noted that K. Pristanski was the recorder at the last meeting.  ● No questions or concerns were raised.  It was moved by A. Johnston and seconded by V. Chapais that the report from the Quality Improvement Committee be accepted. | **Carried**  **Carried** |
| **9. MEDICAL STAFF** | |
| **9.1 Physician Privileges:**  ● Dr. Laine highlighted the attached extensive list of physician privileges.  **It was moved by V. Chapais and seconded by D. Boulanger that the Board approves the physician privileges, as listed.** | **Carried** |
| **10. CHIEF EXECUTIVE OFFICER (CEO) REPORT** | |
| ● K. Pristanski highlighted his report.  ● He noted that members save the date for the upcoming golf fun day to be held on Saturday, June 20.  ● A brief discussion was held regarding Hubs.  ● A brief discussion was also held regarding new graduate physicians and upcoming changes in the Ministry’s payment plans.  **It was moved by C. Tschajka and seconded by A. Johnston that the CEO report be accepted.** | **Carried** |
| **11. ROUND-TABLE DISCUSSION** | |
| ● Dr. Laine reported that there are medical students looking for rotations for the upcoming year.  ● W. Anton reported that there were 75 people in attendance at the Memorial Service. Everyone was very appreciative of such Service. She also reported that the Hike for Hospice raised $6,200.  ● D. Boulanger noted that it was nice to see a thank you card from Tiffany Connors (NOSM student). |  |
| **12. BI-MONTHLY MEETING EVALUATION SUMMARY:** | |
| ● D. Lauzon reported that she distributed a revised page 2 of the summary.  ● Members reviewed the summary.  ● J. McPherson noted that there are time constraints regarding in-camera sessions. He added that appropriate time needs to be set for review when there is significant information. Time will be allotted when it happens again that there is a great deal of material to review.  ● S. Lafrance responded that perhaps a special in-camera meeting should take place when there is significant information to review and discuss. Members concurred. |  |
| **13. TERMINATION OF REGULAR BOARD MEETING** | |
| **It was moved A. Johnston and seconded by W. Anton that the regular meeting be adjourned at**  **6:50 p.m.** | Carried |