 Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Boardroom, Tuesday, November 6, 2018 at 5:30 p.m.

Present: Dorene Boulanger Jamie McPherson Terry Popowich

Voting Willy Anton Chico Tschajka Myrna Letourneau

 Ralph Humphreys Mandy LaBelle

Non-Voting Lucy Bonanno Dr. Roy Laine Adam Kolisnyk

 Laurie Heerema Dr. Ryan Zufelt Sandra Penner (recorder)

Regrets: Mark Wright Kathryn Legault

Voting

Regrets: Sylvie Duranceau

Non-Voting

# Board Composition (voting): 8 Elected 2 Appointments Total 10

**Current Vacancies (voting): 1 Elected 0 Appointments Total 1**

**Total Board Members (voting): 10 Present: 8 Attendance: 80%**

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| CALL TO ORDER |
| **1.1. Welcome and Chair’s Opening Remarks:**● The meeting was called to order at 5:32 p.m., by the Chair, D. Boulanger.● D. Boulanger read the Treaty Acknowledgement. |  |
| 2.0 DECLARATION OF CONFLICTS OF INTEREST  |
| ● None Declared |  |
| **3.0 ADOPTION OF THE AGENDA** |
| ● D. Boulanger asked if there were any amendments to the agenda.● J. McPherson requested the MAC Meeting Minutes to be pulled to the consent agenda**It was moved by T. Popowich and seconded by J. McPherson that the agenda be approved as amended.****CARRIED** | **RES 68** |
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| **4.0 PRESENTATIONS** |  |
| **4.1 RBC Investment Update**● A. Tjong from RBC joined the meeting by Teleconference and presented a brief overview regarding the hospital investments. ● Members noted they appreciated the update and found the presentation easy to follow.**4.2 Patient Stories**● L. Bonanno reported she received a call from a man who’s uncle from Geraldton had passed away and had left the hospital a $ 40,000 donation in his will. She is working with this man to choose how this money will be spent at our facility.  |  |

**5.0 CORRESPONDENCE** |
| **5.1 OHA Legislative Update**● A Legislative Update regarding Bill 36 was provided.  |  |
| **6.0 EDUCATION** |
| **6.1 OHA Newsletter**● V. Tschajka inquired if there are any individuals on this council from our area and L. Bonanno indicated Wade Petranik is from Dryden. |  |
| **7.0 CONSENT AGENDA** |
| **7.1 Regular Board Meeting Minutes – October 2, 2018:**● Accepted as presented.**7.2 MAC Meeting Minutes – October 9, 2018:**● Lifted from the Consent Agenda**7.3 CCS Report:**● No report at this meeting.**7.4 CNE Report:**● Accepted as presented.**It was moved by J. McPherson and seconded by T. Popowich to accept the Consent Agenda as amended.****CARRIED** | **RES 69** |
| **8.0 ITEMS LIFTED FROM CONSENT AGENDA** |
| **8.1 MAC Meeting Minutes – October 9, 2018:**● J. McPherson noted that he would like the item discussed at the MAC for the dedicated ambulance brought into the minutes of this meeting.● L. Bonanno noted she has already done some research on this by contacting EMS. The paramedics for a dedicated ambulance would have to be hired through EMS and they are currently understaffed. ● J. McPherson noted the funding for this may be available through ORNGE and the LHIN. ● It was discussed who would own this ambulance and it was noted this idea is still in the investigative phase. **● It was noted this is to be added as an action item.** ● Dr. Zufelt noted we should include Dr. Ravi Dhaliwal in this discussion. ● V. Tschajka noted K. Graham and O. Fisher where missed on the Participants Present listing.● T. Popowich noted with the CT Scanner discussion from the MAC Meeting Minutes, it seems not having a CT scanner here is not Patient Centered Care however Dr. Zufelt noted we do not have the resources in this community to facility one at this time. It was moved by W. Anton and seconded by J. McPherson that the items lifted from the Consent Agenda be approved as amended.CARRIED | **RES 70** |
| **9.0 BUSINESS ARISING FROM MINUTES** |
| **9.1 Checklist of Governance Practices**● L. Bonanno presented the checklist with the three items requiring additional research to be deferred to the December agenda.  **9.2 Peer Assessment Template** ● M. Letourneau noted that the results go to the chair however she would like to receive a copy of. ● D. Boulanger noted that she would like to have a copy of her report as well. ● V. Tschajka noted that he would like to fill this out anonymously however the it was noted the results will only be reviewed by the chair. |  |
| 1. **CAPITAL PLAN / CFO REPORT**
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| **10.1 Finance & Patient Statistics** ● A. Kolisnyk presented his reports and inquired if there are any questions regarding the information provided. He noted the deficit is hoped to erase itself by year end. ● A. Kolisnyk would like to include the investment account in the current ratio and would like allocate as much of our current account to the investment account as possible. ● For the capital budget listing V. Tschajka inquired who cancels these projects and it was noted it is decided at a meeting with the appropriate individuals. **10.2 Risk Management**● A. Kolisnyk presented the report. ● J. McPherson inquired if the funds from the cancelled capital budget projects would put us back in the black and A. Kolisnyk indicated they are two separate items.**10.3 Capital Funds Reallocation Request**● A. Kolisnyk made a formal request to the Board to redirect $ 60,000.00 from cancelled capital projects to the engineering consultation for the Fire Prevention system.It was moved by V. Tschajka and seconded by T. Popowich that the Geraldton District Hospital Board of Directors approved $ 60,000 from capital funds for a fire prevention sprinkler system engineering consultation.**Carried.**● A. Kolisnyk made a formal request to the Board to purchase an Oxygen Concentrator. The supply of medical oxygen has been an ongoing issue with Praxair sending damaged tanks and losing oxygen by venting off.● J. McPherson inquired if the lease cost is $ 10,000 per year as opposed to the $103,200 per the report and A. Kolinsky confirmed. A. Kolisnyk noted if the hospital purchases the concentrator outright then the cost would be lowered. ● Dr. Zufelt inquired if we would still require reserve oxygen from Praxair and it was noted there will be a holding tank on site. It was moved by J. McPherson and seconded by M. LaBelle that the Geraldton District Hospital Board of Directors approved the purchase from capital funds for an Oxygen Concentrator.**Carried.****10.4 Operating Cash Reallocation** ● A. Kolisnyk noted the Board policies do not provide any direction in this regard. He is looking for authorization to reallocate funds from the operating account to the investment account. It was moved by R. Humphreys and seconded by M. Letourneau that the Geraldton District Hospital Board of Directors approves moving money from operational account investment account if op. funds are in excess of $ 1.5 million. Also, current ratio will be calculated with the inclusion of the ‘Capital Expenditure Reserve Fund’.**Carried.****10.5 CT Scanner Feasibility Summary**● A. Kolisnyk noted the 3 recommendations at the bottom of the report. ● Dr. Zufelt agreed with this summary at this time. He noted this is a human resources dilemma in this region of Ontario and this will be discussed further at MAC. ● The CT scanner in Hearst was discussed and the clinic in Longlac is utilizing it.**10.6 Senior’s Supportive Housing Summary Report**● A. Kolisnyk presented the reports. ● D. Boulanger noted from the demographics on page 39, the need is great in Greenstone. A discussion took place and it was noted that further discussion is required between the Municipality and the Hospital.  | **RES 71****RES 72****RES 73** |
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| **11.0 NEW BUSINESS** |
| **11.1 Incident Reports (RL6) September 2018**● The report was presented and no major issues require review at this time.**11.2 Travel Expense Statement (Revised)**● The revised Travel Expense statement was presented and it was noted the only change was that the meal allowance is now $ 46.00 / day instead of a per meal amount.**11.3 Board Chair Evaluation Form (Draft)**● It was discussed when to have the Board Chair Evaluation conducted. It was decided to complete the evaluation in May. **11.4 Annual Report**● Item deferred. |  |

 **12.0 LINKAGES & PARTNERSHIPS** |
| **12.1 QIC Meeting Minutes and Score Card** ● The next QIC meeting is scheduled for December 6, 2018. **12.2 Geraldton Hospital Auxiliary Report** ● M. Letourneau presented her Geraldton District Hospital Auxiliary report and noted $ 1,015.00 was made from the bake sale. It was moved by V. Tschajka and seconded by L. LaBelle that the Linkage and Partnership reports be accepted as presented.CARRIED | **RES 74** |
| **13.0 CEO REPORT:** |
| ● L. Bonanno presented her report. ● She noted she is working diligently with the architects to get the ED project underway. ● L. Bonanno noted the outside of the hospital is not very attractive and she would like the new entrance to the emergency department be attractive. This is not in the budget so she is going to be looking outside to industry to try to raise these funds. ● Lab accreditation will be coming up in February 2019.**NW LHIN Leadership Award**● Correspondence was received from the NW LHIN indicating the Never Forgotten program submission was chosen as an award recipient which will be presented December 11, 2018. L. Bonanno noted K. Stephenson from the friendship center and herself will be attending.**NW LHIN Leadership Award**● Correspondence was received from the NW LHIN indicating the Community Paramedicine Program submission was not chosen as an award recipient however they would like to give it a Certificate of Recognition which will be presented December 11, 2018.**It was moved by V. Tschajka and seconded by T. Popowich that the report from the CEO be approved as presented.**CARRIED | **RES 72** |
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| **14.0 DECISION OF BOARD:** |
| **14.1 Physician Privileges**● The list of Physician Privileges requests from the MAC meeting was presented to the Board for review.**It was moved by J. McPherson and seconded by V. Tschajka that the list of Physician Privileges be approved as presented.**CARRIED | **RES 76** |
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| **15.0 ROUND TABLE DISCUSSION** |
| ● Dr. Zufelt noted we are moving away from governance and toward forward thinking which he likes.● R. Humphreys noted he appreciated the detail in A. Kolisnyk’s proposals.● M. Letourneau noted she liked the investment presentation. |  |

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| **16.0 MONTHLY MEETING EVALUATION** |
| ● The Evaluation from October 2018 was reviewed. |  |

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| **17.0 IN CAMERA MEETING** |
| ● The Board of Directors closed session meeting November 6, 2018 was held prior to the Regular Board meeting. |   |
| **18.0 TERMINATION OF IN CAMERA MEETING** |
| ● The Board of Directors closed session meeting November 6, 2018 was held prior to the Regular Board meeting. |  |
| **19.0 MEETING WITH MANAGEMENT (CEO ONLY)** |
| ● Nothing to report at this time. |  |
| **20.0 MEETING WITHOUT MANAGEMENT** |
| ● Nothing to report at this time |  |

**21.0 TERMINATION OF REGULAR BOARD MEETING** |
| **It was moved by M. Letourneau and seconded by W. Anton that the Board of Directors Meeting be adjourned at 7:35 p.m.****CARRIED** | **RES 77** |

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Board Chair Signature