Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Boardroom, Tuesday, November 14, 2017 at 5:30 p.m.

Present: Jamie McPherson (T) Dorene Boulanger Kathryn Legault

Voting Terry Popowich Willy Anton Myrna Letourneau

Sheri Taylor Marlo Sobush

Non-Voting Lucy Bonanno Sylvie Duranceau Laurie Heerema

Adam Kolisnyk Dr. Roy Laine Dr. Ryan Zufelt (T)

Sandra Penner (recorder)

Regrets: Chico Tschajka Ralph Humphreys Mark Wright

Voting

Regrets:

Non-Voting

Guests: Ian McPherson Jean-Pierre Eskander (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: 8 Attendance: 73%**

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| CALL TO ORDER | |
| **1.1.1 Welcome and Chair’s Opening Remarks:**  ● The meeting was called to order at 5:29p.m., by the Chair, D. Boulanger.  ● D. Boulanger read the Treaty Acknowledgement.  ● D. Boulanger welcomed S. Penner as the new recorder for the meetings.  ● Introductions were held.  **1.1.2 Election of Chair for the Meeting:**  ● J. McPherson moved to elect D. Boulanger as chair for the meeting.  **It was moved by W. Anton and seconded by T. Popowich that D. Boulanger be appointed to Chair the meeting.**    **1.1.3 Accreditation Update:**  ● I. McPherson informed the Board that Accreditation Canada has provided one new surveyor with small northern hospital experience.  ● I. McPherson noted there are still a few outstanding items.  ● I. McPherson reported he has received clarification that the Performance Based Compensation will require a procedure which will be completed in a few months.  **● Accreditation standard 12.1.6 to be deferred to the December meeting**  ● I. McPherson report he received 9 self-assessment responses. Neutral responses to questions were considered a negative.  ● T. Popowich commented that being new to board he could not give a proper answer on some of the questions, and may have skewed results.  ● I. McPherson reported on the survey results and noted **8.2 & 8.3 was flagged red. J McPherson requested this be brought forward to the December meeting as an education opportunity.**  ● I. McPherson noted that **9.8 which was a yellow result also be added to the December agenda education.**  ● I. McPherson noted that 10.5 which was yellow had 2 respondents disagree, 1 did know and 1 neutral indicating this is something we could look at more in the future. L. Bonanno and L. Heerema both commented they do seek out feedback from patients and families. I. McPherson noted that PFCC will aide in meeting this requirement.  ● I. McPherson noted that 12.4 and 12.5 were both red due to 4 neutral results and 2 disagree. L. Bonanno noted that complaints are brought forth but we haven’t received any recently and 12.4 is brought forth at Quality meetings and QIC which is then brought forward to the Board.  **● J. McPherson is requesting L. Heerema to bring examples to the December meeting.**  ● I. McPherson noted that 13.7 is red due to 3 neutral and 1 disagree responses.  ● J. McPherson noted that a work plan is done in April or May and he reviews the month after.  ● L. Bonanno noted that perhaps the question wasn’t understood.  ● J. McPherson would review the evaluation and review with members as required.  ● M. Sobush noted that overall when the survey packages are distributed additional information would be helpful. I. McPherson noted that in future a digital standard will be distributed with the package.  **From 8.1 ED Project Community Survey Results**  ● I. McPherson took general themes from the responses for the results.  ● D. Boulanger noted that privacy is a large requirement.  ● L. Bonanno states colours and bright light came up in the survey.  ● D. Boulanger noted she likes the vending machines.  ● M. Letourneau stated she feels more parking is required.  **From 9.1 Strategic Plan Review– Jean-Pierre Eskander**  ● L. Bonanno noted that the feedback is included in the package  ● L. Bonanno requires approval on the Strategic Plan before moving forward to the Action Plan.  ● JP. Eskander requested feedback on the Strategic Plan.  ● T. Popowich noted the comments have not been forwarded to JP.  ● L. Bonanno noted in response to the feedback that we are not funded by Health Canada, we are funded only be provincial Funds.  ● L. Bonanno noted regarding having a Patient navigator on staff that she is hopeful that the new Health Links employee will assume that role.  ● J. McPherson noted that the 2 pages of grammatical errors can go directly to JP  ● JP Eskander noted that once the Strategic pillars are approved we can start working on the Action Plans.  ● L. Bonanno asked if everyone is comfortable with the Mission, Vision and Values and everyone agreed.  **It was moved by K. Legault and seconded by M. Sobush that the Strategic Plan be approved as amended**  ● J. McPherson noted that this is a major step forward.   * 1. **Correspondence:**   1.2.1 Update on Broader Public Sector Executive Compensation:  ● J. McPherson reported that he participated in conference call reviewing the package for completeness. Hospitals are being looked at by group and they are recognizing this may be a long process. The Program begins implementation September 1, 2017, with plans to be finalized by February 2018.  ● J. McPherson reported that we have not heard from Sioux Lookout but there may be a 3 – 5% limit. **J. McPherson should have more info for December meeting**  **1.2.2 Ministry of Health and long Term Care Funding:**  ● J. McPherson reported that $ 3,850 additional funding has been received for Nakina strictly for administration.   * 1. **Education:**      1. OHA Convention – Health Achieve   ● L. Bonanno reported she found the event an excellent networking opportunity.  ● A. Kolisnyk noted he acquire a lot of information regarding Health System funding and attended a number of seminars with transformational analytical speakers. | **Carried**  **Carried** |
| 2.0 ADOPTION OF THE AGENDA | |
| ● D. Boulanger asked if there were any amendments to the agenda.  ● The following items were noted on the agenda.  ● Move item 9.1 to the beginning of the meeting to be addressed by Jean-Pierre Eskander  **It was moved by M. Letourneau and seconded by M. Sobush to approve the agenda as amended.** | **Carried** |
| **3.0 DECLARATION OF CONFLICTS OF INTEREST** | |
| ● None declared |  |
| **4.0 FINANCIAL** | |
| **4.1 Financial – Q2**  ● A. Kolisnyk presented the Income Statement Variance Report for the six month period ending September 30, 2017 highlighting certain sections.  ● D. Boulanger raised the concern of how the Ogoki flights are no longer flying into Nakina is going to affect the Nakina Clinic.  **4.2 Risk Management Update**  ● A. Kolisnyk reported the Risk Management tool is progressing. It is 80% complete and he is meeting with the managers tomorrow and should be able to finalize the program.  **It was moved by T. Popowich and seconded by K. Legault to accept the financials as presented.** | **Carried** |
| **5.0 CONSENT AGENDA** | |
| **5.1 Regular Board Meeting Minutes – October 3, 2017:**  **5.2 Medical Advisory Committee Meeting Minutes – October 10, 2017:**  **5.3 Anishnabe Hospital Liaison Committee Meeting Minutes – November 3, 2017:**  **5.4 CCS Report:**  **5.5 CNE Report:**  **5.6 CFO Report:**  **It was moved by M. Letourneau and seconded by S. Taylor to accept the Consent Agenda as received.** | **Carried** |
| **6.0 ITEMS LIFTED FROM CONSENT AGENDA** | |
| ● There were no items lifted from the consent agenda. |  |
| **7.0 BUSINESS ARISING FROM MINUTES** | |
| **7.1 Checklist of Governance Practices:**  **7.1.1 Committee Chair Terms – Rolls and Responsibilities**  ● J. McPherson requested members who have not yet signed to do so.  **7.1.2 Board Committees**  ● Deferred.  **7.1.3 Decision Items Separated from Information Items**  ● Deferred  **7.1.4 Policy re: Independent Advice:**  ● J. McPherson brought forth from the October 3, 2017 meeting item 6.3 bullet 3 to further if the board needed to create a policy regarding obtaining independent advise (legal or financial).  ● L. Bonanno reported she contacted legal counsel retained by the hospital and advised the board can utilize their services. No additional policy required.  **7.2 Physician Recruitment Partnership**  ● L. Bonanno reported that she will be meeting with M. Wright from the Municipality of Greenstone to see if a joint funding initiative can be created.  ● L. Bonanno reported the GDH Human Resources Intern is attending a physician recruitment fair in Thunder Bay later this week.  ● L. Bonanno reported that based on research, sites with an onsite recruiter were more successful with Physician recruitment.  ● M. Letourneau noted that GDH had previously hired a consulting company that produced no results. |  |
| **8.0 CAPITAL PLAN ED RELOCATION PROJECT UPDATE** | |
| ● L. Bonanno provided the ED project update noting the architect and engineer had done another site visit.  They had provided a model for Management and staff to view.  ● L. Bonanno reported the engineers are currently working on soil, plumbing etc., and are now at stage 3.1. |  |
| **9.0 NEW BUSINESS** | |
| 9.1 Strategic Plan Feedback:  ● Discussed at the beginning of the meeting with Jean-Pierre Eskander. |  |
| **10.0 LINKAGES AND PARTNERSHIPS** | |
| 10.1 QIC Meeting Minutes and Score Card – October 18, 2017:  ● No questions were raised from the minutes.  ● L. Heerema noted Page 3 item 11 of the minutes required an ‘n’ be added to the work ‘know’  It was moved by W. Anton and seconded by M. Letourneau to approve the Oct 18/17 Quality Improvement Committee minutes as amended.  10.2 Geraldton District Hospital Auxiliary (GDHA) Report:  ● M. Letourneau highlighted her report.  ● M. Letourneau reported that A. Johnston and L. Sakamoto were delegates at the Hospital Auxiliary Association of Ontario and D. Friske was elected president.  It was moved by M. Letourneau and seconded by K. Legault that the report from the Auxiliary be accepted as presented. | **Carried**  **Carried** |
| **11.0 MEDICAL STAFF** | |
| **11.1 Physician Privileges:**  ● L. Bonanno presented the list and noted the format will be presented correctly moving forward.  **It was moved by W. Anton and seconded by S. Taylor that the Board of Directors approves the list of physician privileges.** | **Carried** |
| **12.0 CHIEF EXECUTIVE OFFICER (CEO) REPORT** | |
| ● L. Bonanno report a new initiative started by M. Wright with the Municipality of Greenstone is being started regarding Supportive Housing for seniors in the community. The first meeting is scheduled for November 22, 2017.  ● L. Bonanno noted that reports will be coming from this committee in the following weeks.  ● D. Boulanger asked if there were any questions or concerns with the CEO report.  **It was moved by S. Taylor and seconded by M. Letourneau that the report from the CEO be accepted.** | **Carried** |
| **13.0 ROUND TABLE DISCUSSION** | |
| ● Dr Laine reported that he has 2 medical students with us and one is from Rock Bay.  ● A. Kolisnyk noted that if anyone has any questions to not hesitate to email him at akolisnyk@geraldtondh.com  ● T. Popowich voiced concerns with the Strategic Plan being approved without seeing the finalized document.  ● A discussion with the members reiterated the body in principle of the Plan will be as presented and the changes are grammatical and spelling.  ● S. Duranceau noted that the Ministry is now conducting information gathering, regarding labs and lab collections via Deloitte. |  |
| **14.0 MONTHLY MEETING EVALUATION:** | |
| ● Members were asked to complete the attached evaluation and submit it to S.Penner.  ● The summary will be reviewed at the next meeting. |  |
| **15.0 TERMINATION OF REGULAR BOARD MEETING** | |
| **It was moved by M. Sobush and seconded by W. Anton that the regular meeting be adjourned at 6:48 p.m.** | Carried |

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Board Chair Signature