 Geraldton District Hospital

Minutes of the

**Regular Board Meeting**

Held in the Boardroom at the Geraldton District Hospital, Tuesday, February 4, 2020 at 5:30 pm

Present: Dorene Boulanger Victor Tschajka Sanna Humphreys

Voting Jamie McPherson Ralph Humphreys Willy Anton Terry Popowich Kathryn Legault Cheryl Checkley (T)

Non-Voting Lucy Bonanno Dr. Roy Laine Ian McPherson

 Laurie Heerema Jena Goulet (recorder)

Regrets: Mark Wright

Voting

Non-Voting Brigitte Ouellet Dr. Ryan Zufelt

Guests: Scott Potts (T)

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

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

**Total Board Members (voting): 10 Present: 9 Attendance: 90%**

**1.0 CALL TO ORDER**

**1.1 Welcome and Chair’s Opening Remarks:**

● The meeting was called to order at 5:31 pm, by the Chair, D. Boulanger.

● D. Boulanger read the Treaty Acknowledgement.

**2.0 DECLARATION OF CONFLICTS OF INTEREST**

● none

**3.0 ADOPTION OF THE AGENDA**

● D. Boulanger asked if there were any amendments to the agenda.

● Under Education, add Item 6.3 Rural and Northern Health Care Leadership & Advancing Governance Mandates in Disruptive Times Conferences – May 5th-8th, 2020 in Toronto

● Under New Business, add Item 11.3 Nominations Committee

● Under New Business, add Item 11.4 Hospice Update

**It was moved by T. Popowich and seconded by V. Tschajka that the agenda be approved as amended.**

**CARRIED.**

**RES 12**

**4.0 PRESENTATIONS**

**4.1 ER Projects Updates**

● S. Potts presented the Emergency Department Project updates to the Board members.

**5.0 CORRESPONDENCE**

● None for this month.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 10, pages 261-289**

● D. Boulanger asked if there were any questions or concerns regarding the assigned reading.

● The reading was discussed.

**6.2 OHA – Board Evaluation Best Practices**

● J. Goulet provided insight for the teleconference she participated in on January 16, 2020.

● The benefits from the teleconference were discussed.

● Sample evaluation forms were provided to the Board members.

 **6.2.1 Sample: Chair, Board of Directors Evaluation**

● Evaluation was discussed.

 ● It was suggested that this evaluation be performed annually in April.

 **6.2.2 Sample: Standing Committee of the Board Annual Evaluation Questions**

● Evaluation was discussed.

● It was suggested that an evaluation be created for the ER Project AD Hoc Committee at the termination of the committee.

**6.3 Rural and Northern Health Care Leadership & Advancing Governance Mandates in**

 **Disruptive Times Conferences – May 5th-8th, 2020 in Toronto**

● The Board members were provided with the conference descriptions.

● Interested members will contact J. Goulet to arrange for registration.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – January 14, 2020**

**7.2 Medical Advisory Committee Meeting Minutes**

**7.3 CCS Report**

**7.4 CNE Report**

**7.5 COS Report**

**It was moved by V. Tschajka and seconded T. Popowich to accept the Consent Agenda as presented.**

**CARRIED.**

**RES 13**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

● No Items lifted.

**It was moved by T. Popowich and seconded by V. Tschajka to accept the Items Lifted from Consent Agenda as presented.**

**CARRIED.**

**RES 14**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Excess Equity in the GDH Portfolio**

● Discussion occurred.

**9.2 Temporary Parking at the Geraldton Composite High School**

● Discussion occurred.

**9.3 GDH Joining an OHT Hub**

● Discussion occurred.

**9.4 Policy BOD-EXL-16: CEO Expense Reporting and Approval Revision**

● The Policy was discussed and clarified.

● J. Goulet to make the necessary revisions.

**9.5 Policy BOD-GP-29: CEO Exit interview, Review and Approval**

● The Policy was discussed.

● It was stated that the questions should conclude with allowing the CEO to provide any essential feedback in regards to the hospital and/or Board of Directors.

● J. Goulet to make the necessary revisions.

**9.6 Anishnabe Committee Meetings**

● The committee meetings were discussed.

● L. Bonanno will reach out to the local representatives in Longlac and Aroland in order to revive the committee.

***J. McPherson stepped out of the meeting due to a conflict of interest at 6:11 pm.***

**10.0 CAPITAL PLAN / CFO REPORT**

● I. McPherson presented his reports to the Board of Directors.

**10.1 Financial Highlights – Q3**

● The report was received and discussed.

**10.2 Risk Management – Q3**

● The report was received and discussed.

**10.3 HAPS 2020/2021 Updated**

● The report was received and discussed.

**It was moved by R. Humphreys and seconded by T. Popowich that the FY2021 HAPS Annual Planning Budget Submission be approved as submitted.**

**CARRIED.**

**RES 15**

***J. McPherson returned to the meeting at 6:38 pm.***

***L. Bonanno stepped out at 6:39 pm.***

**11.0 NEW BUSINESS**

**11.1 Governance Process Policies (BOD-GP 1-28) Review**

● The policies were reviewed and discussed.

● T. Popowich will present a revised version of Policy BOD-GP 2: Governance Process at the March Board of Directors meeting.

● J. Goulet to make the necessary revisions to Policy BOD-GP 7: Board Linkages with Community.

● S. Humphreys and L. Heerema will present a revised version of Policy BOD-GP 11: Handling of Operational Complaints.

● J. Goulet to make the necessary revisions to Policy BOD-GP 12: In-Camera Meetings.

● J. Goulet to send Policy BOD-GP 15: Freedom of Information and Protection of Privacy Act Compliance to the GDH Privacy Officer for review. If any modifications are required, the policy will be presented to the Board at the March Board of Directors meeting.

● L. Bonanno will review Policy BOD-GP 21: Director Duties and Responsibilities in regards to the “Director Declaration of Consent” and if it is required to be signed by Board members. Once reviewed, J. Goulet to make the necessary revisions.

***L. Bonanno returned to the meeting at 7:16 pm.***

**11.2 Plan for Upcoming Audit**

● L. Bonanno shared the email that was received from GDH’s Auditor.

● The audit is set to take place in the Fall 2020.

**11.3 Nomination Committee**

● The committee was discussed.

● D. Boulanger stated that there is a need for more Board members to join the committee.

● J. McPherson and W. Anton expressed their interest.

**11.4 Hospice Update**

● S. Humphreys presented her report to the Board of Directors.

● The report was discussed.

**12.0 LINKAGES & PARTNERSHIPS**

**12. QIC Meeting Minutes – January 23rd, 2020**

● Report was received.

**12.2 HCAC Meeting Minutes**

● Next Meeting: March 11th, 2020

**12.3 ER Project Report – February 2020**

● Report was received.

**12.4 Geraldton District Hospital Auxiliary Report**

● The report was received from S. Humphreys.

● The report was discussed.

● S. Humphreys stated that the Annual Membership Drive will start this month.

● S. Humphreys shared that the Penny Auction will be taking place March 14th with early auction tickets sales being offered March 9th-13th.

**It was moved by K. Legault and seconded by R. Humphreys that the Linkages & Partnerships reports be accepted as presented.**

**CARRIED.**

**RES 16**

**13.0 CEO REPORT**

● L. Bonanno presented her report to the Board.

● L. Bonanno to approach the municipality about purchasing desired land for the LTC Housing Project.

● Board members, that are interested, to be signed up for the Indigenous Cultural Sensitivity training.

**It was moved by S. Humphreys and seconded by K. Legault that the report from the CEO be approved as presented.**

**CARRIED.**

**RES 17**

**14.0 DECISION OF THE BOARD**

● The list of Physician Privileges requests from the MAC meeting was presented to the Board for review.

**It was moved by K. Legault and seconded by S. Humphreys that the list of Physician Privileges be approved as presented.**

**CARRIED.**

**RES 18**

**15.0 ROUND TABLE DISCUSSION**

● Discussion occurred.

**16.0 MONTHLY MEETING EVALUATION**

● The Evaluation Summary was provided to the Board of Directors.

**17.0 IN CAMERA MEETING**

● No In Camera meeting held this month.

**18.0 TERMINATION OF IN CAMERA MEETING**

**19.0 MEETING WITH MANAGEMENT (CEO ONLY)**

**20.0 MEETING WITHOUT MANAGEMENT**

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by S. Humphreys and seconded by K. Legault that the Board of Directors Meeting be adjourned at 7:55 pm.**

**CARRIED.**

**RES 19**

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Board Chair Signature