 Geraldton District Hospital

Minutes of the

**Regular Board Meeting**

Held in the Boardroom at the Geraldton District Hospital, Tuesday, March 3, 2020 at 5:30 pm

Present: Dorene Boulanger Victor Tschajka Kathryn Legault

Voting Willy Anton Terry Popowich Cheryl Checkley (T)

Non-Voting Lucy Bonanno Dr. Roy Laine Ian McPherson

Laurie Heerema Dr. Ryan Zufelt (T) Brigitte Ouellet Jena Goulet (recorder)

Regrets: Ralph Humphreys Sanna Humphreys Jamie McPherson

Voting Mark Wright

Non-Voting

Guests: Monique Gosselin Scott Potts (T) Brent Maranzan (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: 6 Attendance: 60%**

**1.0 CALL TO ORDER**

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

● The meeting was called to order at 5:25 pm, by the Chair, D. Boulanger.

● D. Boulanger read the Treaty Acknowledgement.

**2.0 DECLARATION OF CONFLICTS OF INTEREST**

● Nothing noted.

**3.0 ADOPTION OF THE AGENDA**

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

● Add under Presentations, Item 4.3 LTC Supportive Housing Submission Update

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

**CARRIED.**

**RES 20**

**4.0 PRESENTATIONS**

**4.1 Tours of the Mental Health & Snoozelen Rooms**

● L. Heerema provided a tour of the Mental Health Room to the Board members.

● M. Gosselin provided a tour of the Snoozelen Room to the Board members.

● The Board members were impressed with the rooms as presented.

**4.2 ER Project Updates**

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

**4.3 LTC Supportive Housing Submission Update**

● B. Maranzan presented the Long Term Care Supportive Housing Submission updates to the Board members.

● The presentation was discussed.

**5.0 CORRESPONDENCE**

**5.1 Appreciation Card – Henley Family**

● The correspondence was received and discussed.

**6.0 EDUCATION**

**6.1 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 details.

● If there are any other interested members, they will contact J. Goulet to arrange registration.

**6.2 News Release: Improving Quality and Delivery of Mental Health and Addictions**

**Services**

● News article was received.

**6.3 Board Retreat – Fall 2020**

● Discussion occurred.

● It was agreed that more time is needed to plan a Retreat for Fall 2020.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – February 4th, 2020**

**7.2 Medical Advisory Committee Meeting Minutes – February 19th, 2020**

**7.3 CCS Report**

**7.4 CNE Report**

**7.5 COS Report**

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

**CARRIED.**

**RES 21**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

● No items lifted.

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

**CARRIED.**

**RES 22**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Reviving Anishinabek Committee**

● Discussion occurred.

● Dr. Zufelt will be invited to attend the meeting once a date is determined with Mattawa and the Geraldton Friendship Centre.

**9.2 Purchase of Land for LTC Housing**

● Discussion occurred.

**9.3 BOD-GP 2: Governance Process Policy**

● The amended policy was discussed and approved.

● J. Goulet to make the necessary revisions to the policy.

**9.4 BOD-GP 11: Handling of Operational Complaints Policy**

● The amended policy was discussed and approved.

● J. Goulet to make the necessary revisions to the policy.

**9.4.1 GDH Complaint Process Policy**

●The policy was received.

**9.4.2 GDH Complaint Form**

● The form was received.

**9.5 BOD-GP 15: Freedom of Information and Protection of Privacy Act Policy**

● Deferred until the next Board of Directors meeting.

**9.6 BOD-GP 21: Director Duties and Responsibilities Policy**

● The policy was discussed and clarified.

**9.6.1 Board Members’ Roles and Responsibilities**

● The form was received.

**9.6.2 Confidentiality Agreement**

● The form was received.

**9.6.3 Director Declaration of Consent**

● The form was received.

**9.6.4 Code of Conduct**

● The form was received.

**10.0 CAPITAL PLAN / CFO REPORT**

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

**10.1 Capital Budget FY2021**

● The report was received and discussed.

● Some amendments were suggested and I. McPherson will make the necessary changes.

**It was moved by W. Anton and seconded by K. Legault that the Capital Budget for 2020/21 be approved as amended. Unplanned capital changed to $100,000 and addition of a chemical analyzer for the Lab in the amount of $200,000.**

**CARRIED.**

**RES 22A**

**11.0 NEW BUSINESS**

**11.1 CEO Relationship Policies (BOD-BC 1-6) Review**

● The policies were reviewed and discussed.

● J. Goulet to make the necessary revisions to Policy BOD-BC 1: Board – CEO Relationship.

● Policy BOD-BC 4: Monitoring Chief Executive Officer Performance to be deferred until the next Board of Directors meeting for review.

● Policy BOD-BC 6: Monitoring Chief of Staff Performance needs revision. L. Bonanno will work with Dr. Zufelt and Dr. Laine to adjust the policy and it will be presented at the next Board of Directors meeting. This policy is to be removed from the CEO – Board Relationship Policies and move to the Governance Process Policies.

**11.2 Peer Assessment**

● The Board members were provided with the Peer Assessment Forms.

● The forms are to be completed and returned to J. Goulet by Friday, March 20th, 2020.

**11.3 Quality Improvement Plan 2020/21**

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

**11.3.1 Progress Report**

● The report was received and discussed.

● I. McPherson will make the required amendments.

***Dr. Zufelt disconnected from the meeting at 7:22 pm.***

**11.3.2 Narrative**

● The narrative was received and discussed.

● The narrative requires signatures from D. Boulanger, R. Humphreys and L. Bonanno upon approval.

**11.3.3 Workplan**

● The workplan was received and discussed.

● Input was given and I. McPherson to make the needed amendments.

**It was moved by T. Popowich and seconded by K. Legault that the Quality Improvement Plan 2020/21 be approved as presented.**

**CARRIED.**

**RES 23**

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 QIC Meeting Minutes – February 20th, 2020**

● Report was received.

**12.1.1 Board Score Card**

● The Score Card was received.

● J. Goulet to make the required correction.

**12.2 HCAC Meeting Minutes**

● Next Meeting: March 11th, 2020

**12.3 ER Project Report – March 2020**

● Report was received.

**12.3.1 ER Project Ad Hoc Committee Meeting Minutes – February 11th, 2020**

● Report was received.

**12.4 Geraldton District Hospital Auxiliary Report**

● Deferred until the next Board of Directors meeting.

**It was moved by W. Anton and seconded by V. Tschajka that the Linkages & Partnerships reports be accepted as presented.**

**CARRIED.**

**RES 24**

**13.0 CEO REPORT**

● L. Bonanno presented her report to the Board.

● Discussion occurred.

**13.1 2020/21 Hospital Service Accountability Agreement**

● Report was received.

**It was moved by V. Tschajka and seconded by T. Popowich that the report from the CEO be approved as presented.**

**CARRIED.**

**RES 25**

**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 V. Tschajka and seconded by W. Anton that the list of Physician Privileges be approved as presented.**

**CARRIED.**

**RES 26**

**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 V. Tschajka and seconded by W. Anton that the Board of Directors Meeting be adjourned at 8:04 pm.**

**CARRIED.**

**RES 27**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board Chair Signature