Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Boardroom, Tuesday, May 1, 2018 at 5:30 p.m.

Present: Dorene Boulanger Ralph Humphreys Myrna Letourneau

Voting Willy Anton Chico Tschajka Kathryn Legault

Terry Popowich

Non-Voting Lucy Bonanno Sylvie Duranceau Dr. Ryan Zufelt

Adam Kolisnyk Laurie Heerema Sandra Penner (recorder)

Regrets: Mark Wright Jamie McPherson Marlo Sobush

Voting

Regrets: Dr. Roy Laine Victor Chapais (PFA)

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: 7 Attendance: 70%**

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| CALL TO ORDER | |
| **1.1. Welcome and Chair’s Opening Remarks:**  ● The meeting was called to order at 5:29 p.m., by the Chair, D. Boulanger.  ● D. Boulanger read the Treaty Acknowledgement.  **1.2 Accreditation Update:**  ● D. Boulanger presented the Accreditation report from I. McPherson and noted he will be able to address questions at the next meeting.  **1.3 Linking Quality to Funding (LQ2F):**  ● D. Boulanger presented the Quality to Funding report from I. McPherson  ● L. Bonanno reported this is a new initiative which is in the pilot phase currently.  ● M. Letourneau noted of the 5 indicators, we will not be able to meet these because we are a small facility.  ● L. Bonanno noted this is being addressed. |  |
| 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.  ● S. Penner noted under 7.1 the date of the Regular Meeting Minutes should read April 3, 2018.  **It was moved by C. Tschajka and seconded by W. Anton that the agenda be approved as amended.**  **CARRIED** | **RES 30** |
| |  |  |  | | --- | --- | --- | | **4.0 PRESENTATIONS** |  | | | **4.1 Patient Stories**  ● L. Heerema noted the PFA’s are to bring stories from the community regarding the hospital and services offered either good or bad to facilitate improvement. She reported we are not hearing anything from the community. |  |   **5.0 CORRESPONDENCE** | |
| ● None for this month. |  |
| **6.0 EDUCATION** | |
| ● No education items this meeting.  **● It was noted the education session for the June 2018 meeting will be a tour of the rehabilitation department.** |  |
| **7.0 CONSENT AGENDA** | |
| **7.1 Regular Board Meeting Minutes – April 3, 2018:**  **7.2 PFCC Meeting Minutes – March 21, 2018:**  **7.3 CCS Report:**  **7.4 CNE Report:**  **It was moved by M. Letourneau and seconded by R. Humphreys to accept the Consent Agenda as presented.**  **CARRIED** | **RES 31** |
| **8.0 ITEMS LIFTED FROM CONSENT AGENDA** | |
| 8.1 No items lifted from the consent agenda. | **RES 32** |
| **9.0 BUSINESS ARISING FROM MINUTES** | |
| **9.1 Training Items from Individual Assessments**  ● Deferred  9.2 Ad Hoc Meeting - Investment  ● S. Penner reported this meeting has been scheduled for May 29, 2018.  9.3 Governance Process Policies BOD-GP1-20 & GP21-26  Updated for inclusion in your Board of Directors Binders  9.4 Governance Process Policies BOD-GP21  ● L. Bonanno presented the revised copy of BOD-GP21. The policy was accepted as presented.  9.5 Mission, Vision and Values Policies - Updates  ● A typo was noted on policy BOD-MISS2. S. Penner to update and include in the next Board Package. |  |
| 1. **CAPITAL PLAN / CFO REPORT** | |
| ● A. Kolisnyk presented his CFO report noting the auditors will be on site at the Hospital May 7 – 9th.  ● M. Letourneau inquired regarding the risk matrix and the lack of Trauma certification amongst the nursing team.  ● L. Heerema reported she is getting the staff trained on the Advanced Cardiac first and will then have them complete the TNCC course.  ● The Health & Safety of staff was noted and it was reported that a plan is in place to create a dedicated mental health room.  ● T. Popowich inquired regarding the labour shortages.  ● A. Kolisnyk indicated this is nursing driven and because we are small 1 or 2 employees make a difference. |  |
| |  |  |  | | --- | --- | --- | | **11.0 NEW BUSINESS** | | | | **11.1 Annual Evaluation**  ● S. Penner noted the annual evaluation survey is attached. Please complete it and return to her by May 14th. | |  |   **12.0 LINKAGES & PARTNERSHIPS** | |
| **12.1 QIC Meeting Minutes and Score Card – April 19, 2018**  ● The minutes were reviewed, nothing noted.    **12.2 Geraldton Hospital Auxiliary Report**  ● M. Letourneau presented her report and noted 294 memberships have been sold to date.  ● M. Letourneau announced that the spring conference 2019 will be hosted by Geraldton.  It was moved by C. Tschajka and seconded by W. Anton that the Linkage and Partnership reports be accepted as presented.  CARRIED | **RES 33** |
| **13.0 CEO REPORT:** | |
| ● L. Bonanno presented her report.  ● Dr. Zufelt noted he feels CPP will be beneficial and will continue to support the program.  **It was moved by W. Anton and seconded by C. Tschajka that the report from the CEO be approved as presented.**  CARRIED | **RES 34** |
| |  |  | | --- | --- | | **14.0 DECISION OF BOARD:** | | | 14.1 Physician Privileges  **It was moved by R, Humphreys and seconded by C. Tschajka** **that the Board of Directors approves the list of physician privileges as presented.**  **CARRIED** | **RES 35** | | |  |  | | --- | --- | | **15.0 ROUND TABLE DISCUSSION** | | | ● S. Duranceau noted for the French Language report it is very small print so if members would like a copy she can email it to the members. **Members requested the emailed copy**. |  | | | | |  |  | | --- | --- | | **16.0 MONTHLY MEETING EVALUATION** | | | ● The Evaluation form was provided to members for completion. |  | | | | |
| |  |  | | --- | --- | | **17.0 TERMINATION OF REGULAR BOARD MEETING** | | | ● D. Boulanger terminated the regular Board meeting at 6:15 p.m.  **It was moved by K. Legault and seconded by R. Humphreys that the Board of Directors Meeting be adjourned at 6:15 p.m.**  **CARRIED** | **RES 36** | | |
| **18.0 IN CAMERA MEETING** | |
| ● No In Camera meeting was held. |  |
| **19.0 TERMINATION OF IN CAMERA MEETING** | |
| ● No In Camera meeting was held. |  |
| **20.0 MEETING WITH MANAGEMENT (CEO ONLY)** | |
| ● Nothing to report at this time |  |
| **21.0 MEETING WITHOUT MANAGEMENT** | |
| ● Nothing to report at this time |  |

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Board Chair Signature