



SUMMARY MINUTES OF THE BOARD OF DIRECTORS Monday, November 10, 2014 (18:30 hours) Board Room

ATTENDANCE

Present:

Sylvie Bélanger
Collin Bourgeois
* Cynthia Désormiers
Julie Duhaime
Howard Longfellow
Léo Malette
Janet Parsons
Daniel Richard
Eric Stevens

* Jo-Ann Lennon

Regret:

* Dr A. Béhamdouni
* Dr. Klère Bourgault
Jo-Anne Beninger
Priscille Desjardins
Charles Goulard
* Dr. Richard Katsuno

* Non-voting Board members

Participant: Ryan Jeffers, Chief Financial Officer

1. Call to Order & Welcome

The meeting was called to order by the Chair Collin Bourgeois, at 18:36 hours.

2. Presentation : Ambulatory Care and Operating Room

Sandra Lacourcière, Clinical Nurse Manager provided the board with an overview regarding the Ambulatory Care and Operating Room Units at WNGH. She outlined the following matters:

- Services provided to inpatients and outpatients
- Details on the staffing model
- Statistics,
- Budget, and
- Challenges and areas for improvements.

3. Approval of the Consent Agenda

Moved by Janet Parsons, seconded by Daniel Richard

« THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF NOVEMBER 10, 2014, BE APPROVED AS AMENDED WITH THE FOLLOWING ITEM(S) LISTED TO BE MOVED TO THE REGULAR AGENDA

ITEM 7.6 - CORRESPONDENCE – NECCAC COLLABORATIVE CAPACITY EXECUTIVE SUMMARY REPORT AND BOARD PANEL PRESENTATION. »

Carried M-14-106

4. Approval of the Regular Agenda

Moved by Daniel Richard, seconded by Sylvie Bélanger

« THAT THE REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF NOVEMBER 10, 2014, BE APPROVED AS AMENDED WITH THE FOLLOWING ITEM(S) ADDED TO THE AGENDA:

UNDER ITEM 8.9 A - CORRESPONDENCE – NECCAC COLLABORATIVE CAPACITY EXECUTIVE SUMMARY REPORT AND BOARD PANEL PRESENTATION. »

Carried M-14-107

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5. Declaration of Pecuniary Interest

There was no pecuniary interest declared.

6. Business/Committee Matters

1. Chief of Staff - Medical Staff Report (Dr. K. Bourgault)

There was no report from the Chief of Staff.

Cynthia Désormiers added the following:

- The Physician Assistant that had already accepted the offer declined the offer on Friday at 4 PM. Cynthia will seek alternative options with the MOHLTC and request an extension to extend the offer to another candidate.

7. Consent Agenda Matters

.1 Chief Executive Officer's Report (C. Désormiers)

The November CEO's Newsletter was included in everyone's meeting package for information purposes.

.2 Minutes of October 14, 2014 Board Meeting

Moved by Sylvie Bélanger, seconded by Howard Longfellow

« THAT THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS HELD TUESDAY OCTOBER 14TH, 2014 BE ACCEPTED AS PRESENTED. »

Carried M-14-108

.3 Minutes of the Medical Advisory Committee (MAC) (September 2014) & recommendations arising from the October meeting

Moved by Daniel Richard, seconded by Sylvie Bélanger

« THAT THE MINUTES OF THE MEETING OF THE MEDICAL ADVISORY COMMITTEE HELD SEPTEMBER 18TH, 2014 BE ACCEPTED AS PRESENTED. »

Carried M-14-109

Recommendations arising from the minutes of the Medical Advisory Committee meeting held October 16th, 2014. The minutes are not available at this time:

Moved by Janet Parsons, seconded by Léo Malette

« THAT THE CREDENTIAL COMMITTEE RECOMMENDATIONS ARISING FROM THE JUNE 19TH, 2014 MEETING BE APPROVED (IN BLOCK) ...»

Carried M-14-110

.4 Minutes of the Finance and Audit Committee (2014 09 24)

Ryan Jeffers provided a summary highlighting the business arising from the previous of the Finance and Audit Committee. Moved by Daniel Richard, seconded by Janet Parsons

« THAT THE MINUTES OF THE MEETING OF THE FINANCE AND AUDIT COMMITTEE HELD SEPTEMBER 24TH, 2014 BE ACCEPTED AS PRESENTED. »

Carried M-14-111

a) September 2014 Financial Statements

The financial statements for September 2014 were provided to members for their consideration.

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Moved by Daniel Richard, seconded by Janet Parsons

« THAT ON THE RECOMMENDATION OF THE FINANCE AND AUDIT COMMITTEE, THE BOARD OF DIRECTORS APPROVES THE SEPTEMBER 2014 FINANCIAL STATEMENTS AS PRESENTED. »

Carried M-14-112

.5 Minutes of the Ethics Committee – September 2014 and Recommendations Arising

Moved by Julie Duhaime seconded by Daniel Richard

« THAT THE MINUTES OF THE MEETING OF THE WEST NIPISSING GENERAL HOSPITAL ETHICS COMMITTEE HELD MAY 12TH, 2014, BE ACCEPTED AS PRESENTED.»

Carried M-14-113

Moved by Howard Longfellow, seconded by Sylvie Bélanger

« THAT THE MINUTES OF THE MEETING OF THE WEST NIPISSING GENERAL HOSPITAL ETHICS COMMITTEE HELD SEPTEMBER 8TH, 2014, BE ACCEPTED AS PRESENTED.»

Carried M-14-114

.6 Revised Board Policy 730-37 – Strategic Planning

Moved by Julie Duhaime, seconded by Daniel Richard

«THAT THE PROPOSED REVISED BOARD POLICY 730.37 TITLED <STRATEGIC PLANNING>, BE ACCEPTED, AS PRESENTED. »

Carried M-14-115

.7 Revised Board Policy 730-46 – Utilization Management

Moved by Daniel Richard, seconded by Julie Duhaime

«THAT THE PROPOSED REVISED BOARD POLICY 730.46 TITLED <UTILIZATION MANAGEMENT>, BE ACCEPTED, AS PRESENTED. »

Carried M-14-116

.8 Board Meeting Effectiveness Survey – October 2014

The Board meeting effectiveness survey was provided to members for their review and consideration.

8. Quality Assurance & Risk Management

.1 Communication Plan 2014

The Communication Plan has been updated for meeting the Accreditation Standards. This plan is made public on our Hospital website.

.2 OHA Quality Health Workplace 2014 Award

The West Nipissing General Hospital (WNGH) is a winner of the 2014 Quality Healthcare Workplace Silver Level award. The WNGH continues to improve the overall health of its employees by workplace initiatives such as the Health and Wellness program that reflects commitment to a safe, positive, and healthy workplace.

.3 Accreditation Update

The West Nipissing General Hospital received “Accredited with Commendation” decision related to our recent on-site assessment by Accreditation Canada.

Evidence will need to be submitted on some 17 flagged items to the Accreditation Decision Committee by March 02, 2016. The information found in the detailed Accreditation report and in our Quality Performance Roadmap (QPR) will guide as we continue our ongoing quality improvement efforts. We received an electronic copy of the accredited seal that will accompany our electronic signatures.

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.4 Grievances Update

There are no outstanding or current grievances.

.5 Revised Board Policy 730-44 - Membership in the Corporation

The policy was revised to protect the organization and the board. The Executive and Governance Committee also annually completes a review of the Corporation annual and lifetime membership lists to ensure they are up to date.

Moved by Janet Parsons, seconded by Léo Malette

«THAT THE PROPOSED REVISED BOARD POLICY 730.44 TITLED <MEMBERSHIP IN THE CORPORATION>, BE ACCEPTED, AS PRESENTED. »

Carried M-14-117

.6 Revised Board Policy 730-45 – Health Care Quality Committee

The policy was revised to better outline the hospital board responsibilities about quality of care issues recommendations reported by the hospital's Health Quality Care Committee and Medical Advisory Committee under the *Excellent Care for All Act, 2010*.

Moved by Daniel Richard, seconded by Julie Duhaime

«THAT THE PROPOSED REVISED BOARD POLICY 730.45 TITLED <HEALTH CARE QUALITY COMMITTEE>, BE ACCEPTED, AS PRESENTED. »

Carried M-14-118

.7 Ebola Virus Update

Cynthia Désormiers provided members with the particulars of the Ebola Updates and more information on a new directive released by the Ministry-Chief Medical Officer of Health's for health care workers and for Paramedic Services Land and Air Ambulance and First Responders. She outlined the new precautions and procedures the Hospital implemented for the prevention and control of infectious diseases and protections of its health care workers.

.8 Health Care Quality Committee Minutes of June 2014

Sylvie Bélanger shared with the board that the committee is looking in the involvement of potential people to engage with our organization in addressing quality performance and accountability.

While the 2014/2015 Quality Improvement Plan was submitted to Health Quality Ontario (HQO), the signed QIP is posted on our Hospital website.

The WNGH has been a member in the OHA-Sponsored WSIB Safety Group for a number of years. As a participant in the Safety Groups Program, the WNGH is required to complete five elements annually from the Program Element List as set out in the program guidelines and must successfully complete a minimum of three elements to share in any potential WSIB rebate.

Moved by Janet Parsons, seconded by Léo Malette

«THAT THE MINUTES OF THE HEALTH CARE QUALITY COMMITTEE MEETING OF JUNE 20TH, 2014 BE ACCEPTED AS PRESENTED»

Carried M-14-119

.9 NELHIN Transforming Health Care in NE Ontario

Cynthia Désormiers shared with members the new NE LHIN initiative that will see hospitals embarking on a series of engagements focusing on how northern community hospitals can best serve its rapidly growing number of older adults, their complex health care needs and improving patient experience.

The LHIN began the launch with the publication describing the history and role community hospitals played over several generations. It is clear that our mandates will change and that status quo is no longer an option. This initiative opens a very important dialogue for all hospitals and the hospital board to set the stage of future health care in small rural hospitals.

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A. Correspondence – NECCAC Collaborative Capacity Executive Summary Report and Board Panel Presentation

Cynthia Désormiers shared with the board the North East LHIN and NE CCAC Board meeting-panel discussion held with stakeholders on building a stronger system of care in northeastern Ontario communities to help improve the patient journey within the system that focused on increasing access to care and smoother transitions and coordination of people. Cynthia shared the power point presentation at the meeting that provided input and the WNGH perspective and recommendations on the transformation. A conversation ensued regarding the prospect of being faced with the many challenges of the changing demographics of our population and our priority to realign services to constantly remain current.

.10 United Way – Young Leaders on Board Program

The WNGH Board is to be host to a prospective board intern under the United Way Sudbury and Nipissing Districts Initiative – Young Leaders on Board Professional Development Opportunity. Any board members interested in being a mentor and provide orientation and training to the young leader, is welcome to contact the Administration.

9. Adjournment and Completion of Meeting Effectiveness Survey

Moved by Janet Parsons, seconded by Léo Malette

«THAT THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF MONDAY, NOVEMBER 11th, 2014 BE ADJOURN AT 20:10 HOURS. »

Carried M-14-120

«Original signed»

«Original signed»

Collin Bourgeois, Chair

Cynthia Désormiers, President and Chief Executive Officer