



SUMMARY MINUTES OF THE BOARD OF DIRECTORS Monday, March 9, 2015 (18:30 hours) Board Room

ATTENDANCE

Present:

Sylvie Bélanger
Jo-Anne Beninger
Collin Bourgeois
*Cynthia Désormiers
Priscille Desjardins
Julie Duhaime
Charles Goulard
Janet Parsons
Jamie Restoule
Daniel Richard
*Jo-Ann Lennon-Murphy

Regrets:

*Dr A. Béhamdouni
*Dr. Klère Bourgault
Howard Longfellow
*Dr. Richard Katsuno
Eric Stevens

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Non-voting Board members
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Invited Guest Sandra Lacoursière, Manager

1. **Call to Order & Welcome**

Mr. Bourgeois called the meeting to order at 18:34 hours, with a quorum present.

2. **Presentation : Emergency Department**

The Emergency Department was the focus with a presentation by ER Manager Sandra Lacoursière. Sandra shared through a PPP the aspects of operations, such as the services provided by our Emergency Department, the statistics, funding, goals and objectives as well as our current strengths and challenges.

3. **Approval of the Consent Agenda**

Chair Collin Bourgeois advised the board on their right to ask that an agenda item be removed or moved to the regular agenda. Motion made by Janet Parsons and seconded by Daniel Richard

«THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF MONDAY, MARCH 9, 2015, BE APPROVED AS PRESENTED. »

Carried M-15-22

4. **Approval of the Regular Agenda**

Motion made by Janet Parsons and seconded by Sylvie Bélanger

«THAT THE REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF MONDAY, MARCH 9, 2015, BE APPROVED AS PRESENTED. »

Carried M-15-23

5. **Declaration of Pecuniary Interest**

No conflicts of interest were declared or identified.

6. **Business/Committee Matters**

.1 Chief of Staff - Medical Staff Report

In the absence of Dr. Bourgault, the Board was apprised by Cynthia Désormiers that last month Dr. Jane Deschene has tendered her resignation as the LTC Medical Director/Most Responsible Physician (MRP). Physicians have kindly agreed to take on the care of their respective residents until such time that a replacement can be secured. Dr. Jean Anawati will be the Medical Director/MRP for the residents for the months of April and June through August 2015.

**Summary Minutes of the Meeting of the Board of Directors
Monday, March 9, 2015**

The annual meeting of the Professional (Medical) Staff has been called for this Thursday, March 12, 2015; the Professional (Medical) Staff will elect or appoint its members to the officers' positions and committee representation.

7. Consent Agenda Matters

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

A copy of Cynthia Désormiers President & CEO's monthly report was included in the board's packages for information.

.2 Board Minutes of Meeting of February 9, 2015

Moved by Julie Duhaime, seconded by Daniel Richard

« THAT THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS HELD MONDAY, FEBRUARY 9TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-24

.3 Medical Advisory Committee Minutes from the January 15, 2015 & recommendations arising

The Board of Directors has reviewed the minutes from the January 2015 meeting.

Moved by Janet Parsons, seconded by Charles Goulard

« THAT THE MINUTES OF THE MEETING OF THE MEDICAL ADVISORY COMMITTEE HELD JANUARY 15TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-25

Moved by Charles Goulard, seconded by Janet Parsons

«THAT THE FOLLOWING CREDENTIAL COMMITTEE RECOMMENDATIONS ARISING FROM THE MINUTES OF THE MEDICAL ADVISORY COMMITTEE HELD FEBRUARY 19TH, 2015 MEETING BE APPROVED (IN BLOCK). »

Carried M-15-26

.4 Finance and Audit Committee Minutes of Meeting of January 28, 2015 & Recommendations Arising from the Meeting of February 25, 2015

Motion made by Sylvie Bélanger, and seconded by Janet Parsons

« THAT THE MINUTES OF THE MEETING OF THE FINANCE AND AUDIT COMMITTEE HELD JANUARY 28TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-27

January 2015 Financial Statements & Summary

The Board of Directors reviewed the financial report summary submitted by CFO Ryan Jeffers and the financial statements recommended for approval by the Finance & Audit Committee. The Hospital continues to be on track for a balanced position at the end of the fiscal year.

Motion made by Sylvie Bélanger and seconded by Janet Parsons

« THAT ON THE RECOMMENDATION OF THE FINANCE AND AUDIT COMMITTEE, THE BOARD OF DIRECTORS APPROVES THE FINANCIAL STATEMENTS FOR THE PERIOD ENDING JANUARY 31ST 2015, AS PRESENTED. »

Carried M-15-28

.5 Health Care Quality Committee Minutes of December 2014

Motion made by Charles Goulard and seconded by Janet Parsons

« THAT THE MINUTES OF THE HEALTH CARE QUALITY COMMITTEE MEETING OF DECEMBER 8TH, 2014 BE ACCEPTED AS PRESENTED. »

Carried M-15-29

**Summary Minutes of the Meeting of the Board of Directors
Monday, March 9, 2015**

.6 Ethics Committee Minutes from the Meeting of February 9, 2015– Recommendations Arising

The Board of Directors was provided the draft minutes from the January 2015 meeting of the Ethics Committee. Motion made by Charles Goulard and seconded by Janet Parsons

« THAT THE MINUTES OF THE ETHICS COMMITTEE MEETING OF FEBRUARY 9TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-30

.7 Hospital Foundation Board Minutes of Meeting of January 2015

Motion made by Daniel Richard and seconded by Charles Goulard

« THAT THE MINUTES OF THE HOSPITAL FOUNDATION BOARD MEETING HELD JANUARY 13TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-31

.8 Correspondence – Thank You

A thank you noted published in the local newspaper expressed heartfelt appreciation for the emergency care received and health care services available.

8. Regular Agenda Matters

.1 Capital Plan 2015-2016

The proposed capital plan provides an overview of the 2015-2016 capital budget for \$1 million in capital projects. The capital budget provides a buffer of \$225,498 against unexpected repairs. The Finance and Audit Committee recommended moving this resolution forward for Board approval.

Motion made by Daniel Richard and seconded by Charles Goulard

« THAT ON THE RECOMMENDATION OF THE FINANCE AND AUDIT COMMITTEE, THE BOARD OF DIRECTORS APPROVES THE 2015/2016 CAPITAL BUDGET PLAN, AS PRESENTED. »

Carried M-15-32

.2 Operating Budget 2015-2016

C. Désormiers presented the proposed 2015/2016 Operating Budget that has been endorsed and recommended for approval by the Finance and Audit Committee at its February 2015 meeting. It is important to note that the operating budget has been prepared on a zero percent base budget increase assumption.

Motion made by Daniel Richard and seconded by Charles Goulard

« THAT ON THE RECOMMENDATION OF THE FINANCE AND AUDIT COMMITTEE, THE BOARD OF DIRECTORS APPROVES THE 2015/2016 OPERATING BUDGET PLAN, AS PRESENTED. »

Carried M-15-33

.3 Hospital Accountability Planning Submission (HAPS) 2015-2016

The Finance and Audit Committee has reviewed the provided NE LHIN 2015/16 Hospital Annual Planning Submission (HAPS) narrative synopsis for the WNGH as presented to this Board, and recommended to authorize the Board Chair and WNGH President & CEO to execute the HAPS on behalf of the WNGH. Cynthia outlined particulars of the narrative synopsis provided.

Motion made by Daniel Richard and seconded by Charles Goulard

« THAT ON THE RECOMMENDATION OF THE FINANCE AND AUDIT COMMITTEE, THE BOARD OF DIRECTORS APPROVES THE PRESENTED 2015/16 HOSPITAL ANNUAL PLANNING SUBMISSION (HAPS), WHICH CONFIRMS A BALANCED OPERATING POSITION AND FOR THE HAPS TO BE SUBMITTED TO THE NE LHIN. ».

Carried M-15-34

.4 Patient First Action Plan

Cynthia Désormiers provided a brief note with statement taken from the plan released by Dr. Eric Hoskins, Minister of Health and Long-Term Care under the *Patient's First: Ontario Action Plan for Health Care*. In the briefing note provided, there are a number of initiative highlighted that the WNGH has built on or is striving for to better serve our patients.

9. **Quality Improvement & Risk Management**

.1 Dashboard Indicators

The Dashboard Indicators report posts the September 2014 year-to-date results for dashboard indicators, which are tied to set targets and care standards.

The report provided is divided into six most relevant indicator groups: Efficiency, accessibility, focus on population health, human resources, employee health and wellness, and patient safety. Those are the indicators that we use and/or going to monitor. Members provided suggestions on improving the report.

.2 CT Scanner Proposal Executive Summary

The Board of Directors were provided with the CT Scanner proposal's Executive summary. Cynthia reported that there is an increased demand for CT scanner testing as CT scans are deemed a standard of care. She advised that proper approval must be obtained from the LHIN to be authorized to process a request for tender. There is no government funding attached to this approval for the CT scanner purchase or for expenditure to undertake its activities. The estimated total financial commitment to complete the set-up of a CT scanner is estimated at around \$1 million and an estimated annual financial commitment to operate to be at least \$100,000.

.3 Transforming Healthcare – What Next

Deferred to the next meeting.

.4 Quality Improvement Plan (QIP) 2014-2015 Progress Report

Sylvie Bélanger presented the progress report that reflects on the achievements of goals and targets within the priorities and indicators of the 2014-2015 QIP. The findings were reviewed and endorsed by the Health Care Quality Committee at its meeting earlier today. The Board provided the suggestion to add more details to get a better perspective, which will help improve next year's QIPs progress report. Motion made by Jamie Restoule and seconded by Priscille A. Desjardins

« THAT ON THE RECOMMENDATION OF THE HEALTH CARE QUALITY COMMITTEE, THE BOARD OF DIRECTORS ACCEPTS THE OVERVIEW OF THE 2014-15 QUALITY IMPROVEMENT PLAN (QIP) FOR THE WEST NIPISSING GENERAL HOSPITAL. »

Carried M-15-35

.5 Quality Improvement Plan 2015-2016 – Narrative

Sylvie Bélanger provided the Board the hospital QIPs short-form narrative that is to be submitted to Health Quality Ontario (HQO), NE LHIN and will be made available to the public.

The Health Care Quality Committee recommended its approval at its meeting earlier today. Motion made by Priscille A. Desjardins and seconded by Jamie Restoule

« THAT ON THE RECOMMENDATION OF THE HEALTH CARE QUALITY COMMITTEE, THE BOARD OF DIRECTORS ACCEPTS THE 2015-16 QUALITY IMPROVEMENT PLAN FOR THE WEST NIPISSING GENERAL HOSPITAL AS REQUIRED UNDER THE EXCELLENT CARE FOR ALL ACT. »

Carried M-15-36

.6 Quality Improvement Plan Targets & Initiatives 2015-2016 Work plan

The spreadsheet reflects on the action plans key indicators, objectives, how these are going to be measured, the targets and performance improvement initiatives developed. The Health Care Quality Committee (HCQC) has been focusing on setting priority targets for improvement to be accomplished by a specific time frame in the 2015-16 fiscal year as well as priority indicator benchmarking process and QIP key dates.

Moved by Jo-Anne Beninger, seconded by Daniel Richard

«THAT ON THE RECOMMENDATION OF THE HEALTH CARE QUALITY COMMITTEE, THE BOARD ACCEPTS OUR HOSPITAL'S QUALITY IMPROVEMENT TARGETS AND INITIATIVES OF THE 2015-16 QUALITY IMPROVEMENT PLAN (QIP) FOR THE WEST NIPISSING GENERAL HOSPITAL. »

Carried M-15-37

10. Closed Meeting

Motion made by Priscille A. Desjardins and seconded by Jamie Restoule

«THAT THE BOARD OF DIRECTORS ADJOURN THE OPEN SESSION FOR MARCH 9TH, 2015 AND MOVE INTO A CLOSED SESSION AT 20:05 HOURS. »

Carried M-15-38

11. Adjournment and Completion of Meeting Effectiveness Survey

Motion made by Jamie Restoule and seconded by Jo-Anne Beninger

«THAT THE BOARD OF DIRECTORS RECONVENE THE OPEN SESSION FOR MARCH 9TH, 2015 AND ADJOURN THE REGULAR MEETING AT 20:47 HOURS. »

Carried M-15-45

« ORIGINAL SIGNED »

« ORIGINAL SIGNED »

Collin Bourgeois, Chair

Cynthia Désormiers, President & CEO