



SUMMARY MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS Monday, April 13, 2015 (18:30 hours) (Board Room)

ATTENDANCE

Present:

Sylvie Bélanger
Collin Bourgeois
Dr. Klère Bourgault
Cynthia Désormiers
Julie Duhaime
Charles Goulard
Howard Longfellow
Janet Parsons
Jamie Restoule
Daniel Richard
Eric Stevens
*Jo-Ann Lennon-Murphy

Regrets:

* Dr A. Béhamdouni
Jo-Anne Beninger
* Dr. Richard Katsuno
Priscille Desjardins

Guest: Ryan Jeffers

Recorder: Marthe Levac

1. Call to Order & Welcome

Chair Collin Bourgeois called the meeting to order at 18:35 hours.

2. Presentation : Infection Prevention & Control

Cynthia Désormiers welcomed Louise Venne and acknowledged her expertise and due diligence with Infection, prevention and control. Mrs. Venne gave a PowerPoint presentation and provided the board with an overview highlighting the roles and responsibilities, and purpose of the infection prevention and control program, its procedures and practices, compliance with regards to reporting regulations, issues and priorities.

3. Approval of the Consent Agenda

Where the Chair, Collin Bourgeois advised the board that he has to leave the meeting for an urgent work related matter, Sylvie Bélanger Vice-Chair will preside until Mr. Bourgeois returns. Moved by Julie Duhaime and seconded by Howard Longfellow

« THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF MONDAY, APRIL 13TH, 2015, BE APPROVED AS PRESENTED. »

Carried M-15-46

4. Approval of the Regular Agenda

Motion made by Howard Longfellow and seconded by Julie Duhaime

« THAT THE REGULAR AGENDA OF THE MEETING OF THE BOARD OF DIRECTORS FOR MONDAY, APRIL 13TH, 2015, BE ACCEPTED AS PRESENTED. »

Carried M-15-47

5. Declaration of Pecuniary Interest

No conflict of interest declared.

6. Business/Committee Matters

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

The Chief of Staff reported on Medical Staff activities as follows:

- a) The Medical Advisory Committee held its meeting but no minutes are available since there was no quorum.
- b) There is optimism among the medical staff for a new CT scanner at WNGH
- c) Challenges are being faced after the resignation of the LTC Medical Director.
- d) Physicians are still adapting and facing challenges with the transition to Meditech
- e) The Health Records policy is being revised to be compliant with the completion of the patient health record as per the Public Hospitals Act.
- f) The 2015-2016 Medical Staff Slate of Officers has been announced.

7. Consent Agenda Matters

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

Included in the Board package.

.2 Board Minutes of Meeting of March 9, 2015

Motion made by Daniel Richard and seconded by Jamie Restoule

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

Carried M-15-48

.3 Medical Advisory Committee

No minutes.

.4 Finance and Audit Committee Minutes of Meeting of February 25, & Recommendations Arising from the Meeting of March 27, 2015

Motion made by Daniel Richard and seconded by Jamie Restoule

« THAT THE MINUTES OF THE MEETING OF THE FINANCE AND AUDIT COMMITTEE HELD FEBRUARY 25TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-49

a) February 2015 Financial Statements & Summary

Motion made by Charles Goulard and seconded by Daniel Richard

« AS RECOMMENDED BY THE FINANCE AND AUDIT COMMITTEE, THE BOARD OF DIRECTORS APPROVES THE FINANCIAL STATEMENTS FOR THE WEST NIPISSING GENERAL HOSPITAL FOR THE PERIOD ENDING FEBRUARY 28TH, 2015, AS PRESENTED. »

Carried M-15-50

b) External Auditors' Report in Planning & Performing the Audit

Cynthia Désormiers reported that the Finance and Audit Committee reviewed the auditor's audit plan for the purpose of assuring the audit functions are performed as prescribed.

.5 Ethics Committee Meeting

No minutes.

**Summary Minutes of the Board of Directors
Meeting of April 13, 2015**

.6 Health Care Quality Committee Minutes

Motion made by Janet Parsons and seconded by Charles Goulard

« THAT THE MINUTES OF THE HEALTH CARE QUALITY COMMITTEE MEETING OF MARCH 9TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-51

.7 Alliance Centre Advisory Committee Minutes of Meeting of December 16, 2014

Motion made by Daniel Richard and seconded by Jamie Restoule

« THAT THE MINUTES OF THE MEETING OF THE ALLIANCE CENTRE ADVISORY COMMITTEE MEETING OF DECEMBER 16TH, 2014 BE ACCEPTED AS PRESENTED. »

Carried M-15-52

.8 Hospital Foundation Board

No minutes.

8. Regular Agenda Matters

(Chair, Collin Bourgeois returned at 19:19 hours and resumed the role of chair)

.1 Grievances Update Report

Cynthia Désormiers provided a summary of grievances/issues currently in discussion with Unions.

.2 Board Policy # 730.13 - Board and Committee Meeting Attendance

Cynthia Désormiers reported on Board members' attendance at meetings. The Board reviewed the policy and will maintain status quo with an attendance rate of 75% for Board and standing committee meetings.

It is recognized that Directors may be unable to attend some meetings due to conflicts with other commitments or other unforeseen circumstances.

.3 Board Performance Management Responsibilities & Measurement

Board members are reminded of their responsibility to complete the Annual Board evaluation through an individual survey questionnaire and to self-evaluate through survey questions regarding their performance and contribution to the governance of the hospital.

.4 Board Renewal of terms of Office

Cynthia Désormiers reported that three board members terms will expire at the Annual General Meeting in June 2015.

Cynthia Désormiers reported that she has received confirmation from Priscille Desjardins, Howard Longfellow, and Daniel Richard of their interest to be re-elected for another term of three (3) years.

.5 Water Distribution Project (Capital Planning)

The Board was asked to consider a proposed change to the 2015-2016 capital budget that was recommended for approval by the Finance and Audit Committee back in February 2015 and approved by the Board last month. The proposed adjustment requires that the amount of \$126, 502 to be spent on the domestic water distribution HIRF project be adjusted in light of the results of the bids received. Ryan Jeffers explained that factors such as the timing and the Canadian dollar played a role in the quotes. The contract awarded represents a total cost of \$372,000.

Moved by Eric Stevens, seconded by Charles Goulard

«THAT THE BOARD OF DIRECTORS ACCEPTS THE RECOMMENDATION FROM SENIOR MANAGEMENT, AND BASED ON THE INFORMATION PROVIDED APPROVES THE 2015/16 WATER DISTRIBUTION PROJECT, AS PER THE APPROVED CAPITAL BUDGET. »

Carried M-15-53

.6 2015-2016 Annual Business Plan (ABP)

Cynthia Désormiers introduced the 2015-2016 Hospital Annual Business Plan. This ABP outlines last year's successes and presents this year's goals and objectives. The ABP will be posted on the hospital website. Motion made by Eric Stevens and seconded by Charles Goulard

«THAT THE BOARD OF DIRECTORS ACCEPTS AND APPROVES THE 2015/16 ANNUAL BUSINESS PLAN, AS PRESENTED. »

Carried M-15-54

.7 Annual General Meeting (AGM) 2015 Date & Renewal of Membership

The AGM meeting of the Corporation will be held in June. Cynthia Désormiers reminded the Board that, in accordance with the provisions of the Corporate By-laws, membership renewal and the associated fees must be paid at least thirty (30) days prior to the date of the meeting for any a member to be entitled to vote at the AGM. Motion made by Janet Parsons and seconded by Charles Goulard

«THAT THE BOARD OF FIRECTORS CALLS FOR THE ANNUAL GENERAL MEETING OF THE WEST NIPISSING GENERAL HOSPITAL CORPORATION TO BE HELD ON JUNE 8, 2015.

Carried M-15-55

Cynthia Désormiers called for a motion to consider the nominations of Board members for which their current term expires in June 2015.

Motion made by Charles Goulard and seconded by Daniel Richard

«THAT THE BOARD OF DIRECTORS, NOMINATES THE FOLLOWING SLATE OF DIRECTORS, SUBJECT TO RE-ELECTION AS PERMITTED BY THE BYLAWS, TO BE ELECTED AS A DIRECTOR TO THE BOARD TO HOLD OFFICE FOR A TERM OF THREE (3) YEARS:

- HOWARD LONGFELLOW
- DANIEL RICHARD
- PRISCILLE DESJARDINS

Carried M-15-56

9. Quality Improvement & Risk Management

.1 Stepping Over the Line Governance vs Management Miller Thomson LLP

Cynthia Désormiers gave a PowerPoint presentation and provided the board with briefing note on «Stepping over the Line – Governance vs. Management». The Coffee Talk presentation is a publication by Josh Liswood and Karima Kanani, partners in the Health Industry Group at Miller Thomson LLP and is provided as information.

10. Closed Session

Motion made by Julie Duhaime and seconded by Howard Longfellow

«THAT THE BOARD OF DIRECTORS ADJOURN THE OPEN SESSION FOR APRIL 13TH, 2015 AND MOVE INTO A CLOSED SESSION AT 20:00 HOURS. »

Carried M-15-57

11. Adjournment and Completion of Meeting Effectiveness Survey

Mr. Bourgeois thanked everyone for attending the meeting. Motion made by Julie Duhaime and seconded by Howard Longfellow

« THAT THE BOARD OF DIRECTORS RECONVENE THE OPEN SESSION FOR APRIL 13TH, 2015
AND ADJOURN THE REGULAR MEETING AT 21:00 HOURS. »

Carried M-15-66

« ORIGINAL SIGNED »

Collin Bourgeois, Chair

« ORIGINAL SIGNED »

Cynthia Désormiers, Secretary
President and CEO