



SUMMARY MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

Monday, June 8, 2015 (16:00 hours) Board Room

ATTENDANCE

Present:

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

Regrets:

Dr André Béhamdouni *
Dr. Raymond Wiss *
Charles Goulard

* Non-voting member

Guests: Ryan Jeffers, Chief Financial Officer
Huguette Pilon, Coordinator (via teleconference)
Dean Decaire, BDO Canada LLP

1. Call to Order & Welcome

Motion made by Julie Duhaime and seconded by Jamie Restoule

THAT THE BOARD OF DIRECTORS REGULAR MEETING OF MONDAY, JUNE 8TH, 2015 BE CALLED TO ORDER AT 16:00 HOURS. »

Carried M-15-83

2. Presentation :

Huguette Pilon, Telemedicine Coordinator presented via video-conference from the hospital studio in a PowerPoint presentation on the role of the Telemedicine program at the West Nipissing General Hospital.

3. Approval of the Consent Agenda

Motion made by Julie Duhaime and seconded by Jamie Restoule

« THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF MONDAY, JUNE 8TH, 2015, BE APPROVED AS PRESENTED. »

Carried M-15-84

4. Approval of the Regular Agenda

Motion made by Howard Longfellow and seconded by Priscille Desjardins

« THAT THE REGULAR AGENDA OF THE MEETING OF THE BOARD OF DIRECTORS FOR MONDAY, JUNE 8TH, 2015, BE ACCEPTED WITH THE ADDITION OF ITEM 9.4 – HOSPITAL INSURANCE RENEWAL. »

Carried M-15-85

5. Declaration of Pecuniary Interest

No conflicts of interest were declared or identified.

6. Business/Committee Matters

1. Audit Report with the Draft Financial Statements for the Year Ending March 31, 2015

Mr. Dean Decaire, Partner with the accounting firm of BDO Canada LLP presented the audit report of the financial statements of the WNGH for the year ending March 31, 2015.

Motion made by Janet Parsons and seconded by Julie Duhaime

« THAT THE BOARD OF DIRECTORS APPROVES THE AUDITOR'S REPORT OF THE WEST NIPISSING GENERAL HOSPITAL FOR THE YEAR ENDING MARCH 31, 2015, AS PRESENTED BY BDO CANADA LLP. »

Carried M-15-86

Motion made by Jo-Anne Beninger and seconded by Daniel Richard

« THAT THE BOARD OF DIRECTORS APPROVES THE AUDITED FINANCIAL STATEMENTS OF THE WEST NIPISSING GENERAL HOSPITAL FOR THE YEAR ENDING MARCH 31, 2015, AS PRESENTED. »

Carried M-15-87

2. Chief of Staff - Medical Staff Report

Dr. Klère Bourgault reported on physicians using the new tele-emergency applications of OTN to connect by videoconference to specialists in Telestroke, Virtual Critical Care, Crisis Tele-psychiatry and trauma which brings timely treatment to patients in emergency situations.

7. Consent Agenda Matters

.1 President and CEO's Report

The President & CEO's June report was provided in the meeting package.

.2 Board of Directors Minutes of May 11, 2015 Meeting

Motion made by Eric Stevens and seconded by Priscille Desjardins

« THAT THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS HELD MONDAY, MAY 11TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-88

.3 Medical Advisory Committee (MAC) Minutes of April 16, 2015 Meeting

Motion made by Sylvie Bélanger and seconded by Janet Parsons

« THAT THE MINUTES OF THE APRIL 16TH, 2015 MEETING OF THE MEDICAL ADVISORY COMMITTEE BE ACCEPTED AS PRESENTED. »

Carried M-15-89

a) Credentials Recommendations arising from the MAC Meeting of May 21, 2015

Motion made by Jamie Restoule and seconded by Julie Duhaime

« THAT THE FOLLOWING RECOMMENDATIONS ARISING FROM THE FEBRUARY 11TH, 2015 CREDENTIALS COMMITTEE MEETING AND RECOMMENDED BY THE MEDICAL ADVISORY COMMITTEE AT ITS MEETING HELD MAY 21ST, 2015 BE APPROVED (IN BLOCK) . »

Carried M-15-90

.4 Finance and Audit Committee Minutes of Meeting of April 22, 2015

Motion made by Janet Parsons and seconded by Jo-Anne Beninger

« THAT THE MINUTES OF THE MEETING OF THE FINANCE AND AUDIT COMMITTEE HELD APRIL 22ND, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-91

Recommendations arising from the Finance and Audit Committee Meeting of May 26, 2015

a) **Appointment of the Auditor**

The Finance and Audit Committee recommends the appointment of BDO Canada LLP as auditors for the West Nipissing General Hospital for the fiscal 2015-2016.

b) **Compliance Reports - Attestations of Expense Claims of the Board & Senior Management Group and Use of Consultants Reports Requirement under the BPSAA**

Motion made by Eric Stevens and seconded by Daniel Richard

«WHEREAS THE FINANCE AND AUDIT COMMITTEE HAS REVIEWED THE REPORT ON THE USE OF CONSULTANTS BY THE WEST NIPISSING GENERAL HOSPITAL FOR THE PERIOD OF APRIL 1ST, 2014 TO MARCH 31ST, 2015,

LET IT BE RESOLVED THAT THE BOARD OF DIRECTORS APPROVES THE ATTESTATION PREPARED IN ACCORDANCE WITH THE BROADER PUBLIC SECTOR ACCOUNTABILITY ACT, (BPSAA) 2010 AND BASED ON THE USE OF CONSULTANTS REPORT FOR THE PERIOD OF APRIL 1ST, 2014 TO MARCH 31ST, 2015. »

Carried M-15-92

Motion made by Sylvie Bélanger and seconded by Howard Longfellow

«THAT THE BOARD OF DIRECTORS, IN COMPLIANCE WITH THE BROADER PUBLIC SECTOR ACCOUNTABILITY ACT (BPSAA), 2010, ATTESTS TO THE ACCURACY OF THE REPORT OF EXPENSE CLAIMS OF THE BOARD MEMBERS AND SENIOR MANAGERS FOR THE CONSOLIDATION PERIOD OF OCTOBER 1ST 2014 TO MARCH 31ST 2015 AND AUTHORIZES FOR THE REPORT BE POSTED ON ITS PUBLIC WEBSITE. »

Carried M-15-93

c) **Revised/Reviewed Finance Policies (#734.16, #734.13, #734.04, and #734.11)**

Motion made by Janet Parsons and seconded by Sylvie Bélanger

«THAT THE FINANCE POLICY 734.16 < INTERNAL CONTROLS> BE APPROVED AS REVIEWED. »

Carried M-15-94

Motion made by Jo-Anne Beninger and seconded by Daniel Richard

«THAT THE FINANCE POLICY 734.13 <ASSIGNMENT AND USE OF CREDIT CARDS> BE APPROVED AS REVISED AND AMENDED. »

Carried M-15-95

Motion made by Janet Parsons and seconded by Priscille Desjardins

«THAT THE FINANCE POLICY 734.04 < CASH RECEIPTS> BE APPROVED AS REVISED AND AMENDED. »

Carried M-15-96

Motion made by Howard Longfellow and seconded by Eric Stevens

«THAT THE FINANCE POLICY 734.11 < EMPLOYEE RECORDS> BE APPROVED AS REVISED AND AMENDED. »

Carried M-15-97

.5 Executive & Governance Committee Minutes of May 11, 2015 Meeting

Motion made by Jo-Anne Beninger and seconded by Sylvie Bélanger

« THAT THE MINUTES OF THE EXECUTIVE AND GOVERNANCE COMMITTEE MEETING OF MAY 11th, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-98

.6 Ethics Committee No minutes.

.7 Health Care Quality Committee Minutes of May 11, 2015 Meeting

Motion made by Sylvie Bélanger and seconded by Eric Stevens

« THAT THE MINUTES OF THE HEALTH CARE QUALITY COMMITTEE MEETING OF MAY 11TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-99

.8 Alliance Centre Advisory Committee Minutes of March 5, 2015 Meeting

Motion made by Howard Longfellow and seconded by Sylvie Bélanger

« THAT THE MINUTES OF THE ALLIANCE CENTRE ADVISORY COMMITTEE MEETING OF MARCH 5TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-100

.9 Hospital Foundation Board Minutes of February 10, 2015 Meeting

Motion made by Sylvie Bélanger and seconded by Daniel Richard

« THAT THE MINUTES OF THE WEST NIPISSING GENERAL HOSPITAL FOUNDATION BOARD OF DIRECTORS MEETING OF FEBRUARY 10TH, 2015 BE ACCEPTED AS PRESENTED. »

Carried M-15-101

.10 Health Infrastructure Renewal Fund (HIRF) Briefing Note

Cynthia Désormiers provided a briefing note highlighting the MOHLTC key program changes for the 2015/16. She is pleased to report that in a recent announcement from the NE LHIN, the ministry will provide \$445,135 in HIRF for the 2015/16 funding year, and is pledging to allocate up to \$300,940 for the 2016-2017 funding year.

8. Regular Agenda Matters

.1 New Family Physician

Cynthia Désormiers officially announced that Dr. Patrick Legault has signed up to join the WNGH and establish a medical practice in the community following his residency program.

.2 Multi Sector Accountability Agreement (M-SAA)

Cynthia Désormiers reported on the 2015/16 MSAA refresh process and reported that the 2014/17 MSAA has been amended effective April 1, 2015 by adding amended Schedules in respect of the LHIN funding allocation adjustment, the WNGH (Alliance Centre) Community Mental Health and Addiction (CMH&A) clinical activity details and core performance indicators.

.3 Meeting with Deputy Minister Dr. Bob Bell

Cynthia Désormiers reported on the meeting with Dr. Bob Bell Deputy Minister of MOHLTC, Associates Deputy Ministers, Dr. Julie Breton-Fortin, NE LHIN CEO Louise Paquette and Dr. Yves Raymond of the Timmins Health Link. The meeting was held to discuss the development of the Nipissing East Parry Sound District Health Link Partnership.

.4 OHA visit to WNGH

Cynthia Désormiers reported on the visit from Vice-President of Policy & Public Affairs from the Ontario Hospital Association (OHA) Elizabeth Carleton.

9. Quality Improvement & Risk Management

.1 2014 Cumulative Complaints Report Update & Q1 2015 Report

The complaints reports were provided.

.2 Sentinel Events, Near Misses and Adverse Events Q1 2015 Report

The Q1 2015 report was provided with the meeting package for information.

.3 Performance Evaluation of the Board Chair

Cynthia Désormiers provided an overview of the 2014/15 Chair's performance evaluation process and the results of the Board Chair's annual performance evaluation.

.4 Hospital Insurance Renewal

Cynthia Désormiers provided the Board details with respect to this year's proposed terms for the Hospital insurance renewal policy for the coverage period of July 1, 2015 to July 1, 2016 and the various changes to coverage and annual premium costs.

10. Correspondence

None.

11. Adjournment and Completion of Meeting Effectiveness Survey

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

« THAT THE BOARD OF DIRECTORS ADJOURN THE REGULAR MEETING AT 17:20 HOURS. »

Carried M-15-102

« ORIGINAL SIGNED »

Collin Bourgeois, Chairperson

« ORIGINAL SIGNED »

Cynthia Désormiers, President and CEO