

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, November 7, 2013
Hospital Boardroom

PRESENT: B. Anderson, M. Balcaen, C. Gasparini, G. Kakeeway, Dr. J.K. MacDonald, D. Monteith, M. Mymryk, A. Pringle, H. Redsky, J. Reid, F. Richardson (Chair), and Dr. R. Scatliff

REGRETS: K. Dawe, K. Roehrig, Dr. M. Spencer, and T. Stevens

GUEST(S): M. Stevenson

AGENDA ITEMS	DISCUSSION	ACTION
1. Call to Order	F. Richardson, Chair, called the meeting to order at 5:06 p.m. <ul style="list-style-type: none"> F. Richardson thanked A. Pringle for his time spent on the Board. A. Pringle will be relocating, and this will be his last Board Meeting. 	Information
2. Adoption of Agenda	Moved by J. Reid and seconded by B. Anderson that the regular meeting agenda be approved as circulated.	Motion#13/11/1 Carried
3. Adoption of Minutes	Moved by A. Pringle and seconded by G. Kakeeway that the minutes of the Regular Meeting of the Board of Directors held on October 3, 2013 be approved as circulated.	Motion#13/11/2 Carried
4. Business Arising	No business arising.	
5. Education	5.1 Presentation on Patient Experience Conference (Kingston, ON) <ul style="list-style-type: none"> M. Stevenson presented on the conference she attended on May 9-10, 2013 in Kingston, ON titled "Transforming the Patient Experience" (presentation appended). Presentation will be circulated to Board Members, who can access the links for further information. 	Information
	5.2 Patient Satisfaction Survey Results <ul style="list-style-type: none"> M. Balcaen presented on the Patient Satisfaction Survey Results, which was conducted from June 10 – October 7, 2013 (presentation appended). Received 349 returned surveys. In-house patient survey, consisting of 22 questions, which were given to patients following care. To improve upon notifying patients of LWDH's Aboriginal services, posters have been created and are being posted throughout the Hospital advertising these services and how to access them. The next survey will be completed in the summer of 2014. It was suggested that conducting a survey during the winter season would be a beneficial way to survey the local population. 	Information
6. Committee Reports	6.1 Ownership/Linkages Committee <p>D. Monteith, new Chair of the Ownership/Linkages Committee, reported:</p> <ul style="list-style-type: none"> Have selected organizations to visit, created at tentative schedule, and will be contacting individuals to make 	Information

	<p>meeting arrangements.</p> <ul style="list-style-type: none"> • Currently no visit scheduled for November. • Met with Anishinaabe Abinoojii Children's Services on October 16, 2013. They have an amazing program and learned about what they do, and their needs. Was a very positive experience. Areas of improvement were identified and will be discussed. Currently refining the process of admitting a child, who needs protection, to hospital. 	
	<p>6.2 Governance Committee</p> <p>F. Richardson reviewed his Board Education Report (appended), from the Governance-to-Governance Session held in Thunder Bay on October 8, 2013.</p> <p>H. Redsky reported:</p> <ul style="list-style-type: none"> • Two EL policies were reviewed at their last meeting. One revision is being presented for approval this evening; the second one will be revisited at the next meeting. • Webcast titled "An Update on the Ontario Not-for-Profit Corporations Act" was held. The Board has completed by-law revisions in preparation for this legislation, but still need to be aware of requirements. • Webcast titled "Suicide Prevention in Aboriginal Communities" was held. Emphasized the concept of social rejection and exclusion. • Dr. S. Reed-Walkiewicz will be asked to present next month. • The GCE Board Self-Assessment Tool will be reviewed at the next meeting. 	Information
	<p>6.3 Building a Future</p> <p>No report.</p>	
	<p>6.4 Quality</p> <p>F. Richardson reported:</p> <ul style="list-style-type: none"> • Hand Hygiene Audit results were reviewed. For this year's QIP, LWDH has a target of 90% for hand hygiene compliance before patient contact. This year, LWDH achieved 88%. • No severity level 3 or 4's to report. • Compared our QIP with other hospitals. 	Information
	<p>6.5 Nominating Committee</p> <p>M. Balcaen reported:</p> <ul style="list-style-type: none"> • Did not meet in October, but will schedule a November meeting. • Will need to recruit Board Members. Some names have been circulated and will be discussed. 	Information
	<p>6.6 CEO Compensation and Evaluation Committee</p> <p>No report.</p>	
7. Consent Agenda	<p>Moved by B. Anderson and seconded J. Reid by that the Consent Agenda be approved.</p>	Motion#13/11/3 carried

8. Executive Limitations Items	8.1 EL-3 Financial Condition and Activities - Review After review and discussion of policy EL-3 Financial Condition and Activities, it was agreed that there was no need to revise the policy at this time.	No Change
	8.2 EL-9 Leadership Capacity and Continuity - Review After review and discussion of policy EL-9 Leadership Capacity and Continuity, it was agreed that there was no need to revise the policy at this time.	No Change
9. Monitoring CEO Performance	9.1 EL-3 Financial Condition and Activities Moved by G. Kakeeway and seconded by J. Reid that the Board of Directors has assessed the monitoring report on EL-3 Financial Condition and Activities and found that it demonstrated compliance with a reasonable interpretation of the policy.	Motion#13/11/4 carried
	9.2 EL-9 Leadership Capacity and Continuity Moved by J. Reid and seconded by B. Anderson that the Board of Directors has assessed the monitoring report on EL-9 Leadership Capacity and Continuity and found that it demonstrated compliance with a reasonable interpretation of the policy.	Motion#13/11/5 carried
10. Monitoring Board Performance	10.1 GP-14 Board Planning Cycle and Agenda Control The monitoring report on GP-14 Board Planning Cycle and Agenda Control was deferred until next month.	Deferred
	10.2 GP-17 Corporate Rules of Order The monitoring report on GP-17 Corporate Rules of Order, completed by D. Monteith, was reviewed.	Information
	10.3 BC-1 Unity of Control The monitoring report on BC-1 Unity of Control, completed by B. Anderson, was reviewed.	Information
	10.4 BC-3 Delegation to the CEO The monitoring report on BC-3 Delegation to the CEO, completed by J. Reid, was reviewed. Hospital Administration will address Accreditation Canada's concern regarding record-keeping of Board Policy Review dates.	Information
11. Executive Limitations Items for Decision	11.1 Revisions to EL-11 Environmental Impact Moved by J. Reid and seconded by G. Kakeeway that the Board of Directors approves the revision to policy EL-11 Environmental Impact (appended) as recommended by the Governance Committee.	Motion#13/11/6 carried
12. Information Requested by the Board	12.1 President & CEO Report M. Balcaen reviewed his report as circulated (attached). Those items of a confidential nature will be reviewed In Camera. <ul style="list-style-type: none"> In addition, M. Balcaen announced that that S. Winter will be covering a Maternity Leave in Administration. 	Information

	<p>12.2 Chief of Staff Report</p> <p>Dr. MacDonald reviewed his report as circulated (attached). Those items of a confidential nature will be reviewed In Camera.</p> <p>12.3 VP Patient Services Report</p> <p>K. Dawe's report was circulated for review (attached).</p> <p>12.4 VP Community Programs Report</p> <p>M. Mymryk reviewed her report as circulated (attached).</p> <p>12.5 VP Corporate Services Report</p> <p>C. Gasparini reviewed her report as circulated (attached).</p>	
13. Adjournment	The regular meeting was adjourned at 7:04 p.m.	Adjourned

Chair

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President & CEO