

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, February 3, 2011, Hospital Boardroom

PRESENT: B. Anderson, M. Balcaen, L. Brown, A. Cameron, M. Matheson, O. Mejia, D. Munro, J. Reid, F. Richardson (Acting Chair), Dr. S. Wiebe, C. Gasparini, M. Mymryk
REGRETS: D. Baldwin, Dr. R. Diamond, Dr. K. MacDonald
ABSENT: B. McCallum

| AGENDA ITEMS | DISCUSSION | ACTION |
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| 1. Call to Order | F. Richardson, Acting Chair, called the meeting to order at 5:05 p.m. | |
| 2. Adoption of Agenda | Moved by A. Cameron and seconded B. Anderson by that the regular meeting agenda be approved as circulated. | Motion#11/2/1 Carried |
| 3. Adoption of Minutes | Moved by J. Reid and seconded by A. Cameron that the minutes of the regular meeting of the Board of Directors held on January 6, 2011 be approved as circulated. | Motion#11/2/2 Carried |
| 4. Business Arising | No business arising. | |
| 5. Education | Community Programs Presentation Marlene Mymryk, VP Community Programs and Patti Dryden-Holmstrom, Manager, Youth Addictions and Morningstar Centre provided a very informative presentation on the Community Mental Health and Addictions programs that are administered by Lake of the Woods District Hospital. (presentation attached.) | |
| 6. Committee Reports | <p>6.1 Ownership/Linkages</p> <p>B. Anderson reported the following:</p> <ul style="list-style-type: none"> • The Board has revised their O/L presentation to include information about LHINs and Patient Rights and Responsibilities • An update on groups that have been or will be met with was given and the O/L presentation list has been updated | Information |
| | <p>6.2 Governance</p> <p>M. Matheson reported the following:</p> <ul style="list-style-type: none"> • Requested that M Balcaen bring a report on the Rural and Northern Healthcare Forum to the March Board meeting • A notice has been received from the OHA regarding an Executive Based Compensation Webinar to be held on Feb 9. Board members were invited to attend. • An orientation session for new Board members is being prepared • Board budget position is looking very positive. The Board has shown very good restraint this year • A show of hands was requested for support for an educational session for the spring. It was decided to wait until the fall until new Board members are on board • M. Balcaen noted that the annual Region 1 Spring Conference is usually a very informative educational session for Board members, so should be considered as an option for those who are interested | |
| | <p>6.3 Building a Future</p> <p>F. Richardson & M. Balcaen reported the following:</p> <ul style="list-style-type: none"> • Meeting was held on January 27, 2011 to exchange information with members of the Economic Development Committee about the impact of the healthcare sector on Kenora's economy and to share our vision for future healthcare delivery in Kenora | Information |

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| | <ul style="list-style-type: none"> The group was very interested in our plans and offered to assist in taking our message to Queen's Park in support of a new or redeveloped facility | |
| | <p>6.4 Nominating</p> <p>D. Munro reported the following</p> <ul style="list-style-type: none"> Ads have been placed in the local newspaper and the Wawatay News in both English & Ojibwe and in electronic media to provide information & request for new Board members Information has also been faxed to First Nations communities and aboriginal papers and has been published on our website Deadline is fairly tight as individuals need to be members for at least 60 days before they can run for the Board Board members were asked to encourage prospective members to come forward D. Munro & M. Balcaen to meet with influential people in the community to get input on prospective recruits for membership and future Board members Desirable deadline is the end of February to give adequate time for a proper process to be followed. Absolute end date for the process is the end of March | |
| 7. Consent Agenda | Moved by B. Anderson and seconded by J. Reid that the consent agenda be approved. | Motion#11/2/3 Carried |
| 8. Governance Process Items | <p>8.1 Executive/Quality of Care Committee Terms of Reference</p> <p>Moved by B. Anderson and seconded by J. Reid that the Board of Directors approve the Executive/Quality of Care Committee Terms of Reference as presented with the addition noted below</p> <ul style="list-style-type: none"> Incorporate language on how often and in what format the committee would report to the Board Change requirements of committee to add in 1.9 regarding what information is given to the Board and when It was suggested that monthly meeting minutes be submitted to the Board | Motion#11/2/4 Carried |
| 9. Executive Limitations Items | <p>9.1 E-3 Partners Have Enhanced Capacity – Review</p> <p>After review of policy E-3 Partners Have Enhanced Capacity, it was agreed that there was no need to change the policy.</p> | No change |
| | <p>9.2 EL-3 Financial Condition & Activities – Review</p> <p>After review of policy EL-3 Financial Condition & Activities, it was agreed that there was no need to change the policy.</p> <ul style="list-style-type: none"> It was suggested that since the financial position of the Hospital has been somewhat more stabilized and the Board receives a monthly financial report at the Board meetings that the frequency of submission of EL-3 be reduced to twice per year from the current four times per year <p>Moved by O. Mejia and seconded by J. Reid that the reporting schedule for EL-3 be changed to two times per year.</p> | Motion#11/2/5 Carried |
| 10. Monitoring CEO Performance | <p>10.1 E-3 Partners Have Enhanced Capacity</p> <p>Moved by B. Anderson and seconded by M. Matheson that the Board of Directors has assessed the monitoring report on E-3 Partners Have Enhanced Capacity and found that it demonstrated compliance with a reasonable interpretation of the policy.</p> | Motion#11/2/6 Carried |

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| | <p>10.2 EL-3 Financial Condition & Activities</p> <p>Moved by J. Reid and seconded by M. Matheson that the Board of Directors has assessed the monitoring report on EL-3 Financial Condition & Activities and found that it demonstrated compliance with a reasonable interpretation of the policy.</p> | Motion#11/2/7 Carried |
| | <p>10.3 EL-9 Leadership Capacity & Continuity</p> <p>Moved by M. Matheson and seconded by J. Reid that the Board of Directors has assessed the follow-up monitoring report on EL-9 Leadership Capacity & Continuity and found that it demonstrated compliance with a reasonable interpretation of the policy.</p> | Motion #11/2/8 Carried |
| 11. Monitoring Board Performance | <p>11.1 GP-5 Board Job Description</p> <p>The monitoring report on GP-5 Board Job Description, completed by O. Mejia, was reviewed.</p> <p>11.2 GP-9.1 Board Education Policy</p> <p>The monitoring report on GP-9.1 Board Education Policy, completed by M. Matheson, was reviewed. As a result of this review, a number of revisions to the policy have been made and were also reviewed and discussed.</p> <p>Moved by A. Cameron and seconded by J. Reid that the Board of Directors approve revisions to policy GP 9.1 Board Education Policy as presented.</p> | Motion#11/2/9 Carried |
| 12. Information Requested by the Board | <p>12.1 President & CEO Report</p> <p>M. Balcaen reviewed his report as circulated (attached)</p> <p>12.2 Chief of Staff Report</p> <p>Dr. MacDonald's report was circulated for review (attached). In his absence, Dr. S. Wiebe responded to questions.</p> | Information |
| 13. Adjournment | Moved by O. Mejia seconded by B. Anderson that the regular meeting be adjourned at 6:30 p.m. | |

Chair

President & CEO

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