

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, September 8, 2005, Hospital Boardroom

PRESENT: M. Balcaen, B. Fairfield, G. Kaskiw, H. Kasprick, J. Kowbel, R. Lamb, M. Lundin, K. MacDonald, F. Penner (Chair), J. Reid, D. Schwartz, E. Skead, L. Brown, L.A. Brown

REGRETS: S. Moore, P. Sarsfield, M. Mymryk

ABSENT: A. Cameron, H. Hulsbosch

AGENDA ITEMS		ACTION
1. Call to Order	F. Penner, Board Chair, called the meeting to order at 5:07 p.m.	
2. Appointment of Meeting Monitor	As per a Policy Governance model recommendation, R. Lamb was appointed to monitor Board member policy compliance throughout the meeting. Results will be reviewed in the in-camera meeting.	Information
3. Adoption of Agenda	Moved by B. Fairfield and seconded by M. Lundin that the agenda be adopted with the addition of a sub item of #6 – Mill Closure	Motion #05/9/1 carried
4. Adoption of Minutes	Moved by M. Lundin and seconded by B. Fairfield that the minutes of the regular meeting of the Board of Directors held on June 2, 2005 be adopted as circulated.	Motion#05/9/2 carried
5. Adoption of Minutes of Special Meetings	Moved by M. Lundin and seconded by J. Reid that the minutes of the special meeting of the Board of Directors held on June 23, 2005 be adopted as circulated.	Motion#05/9/3 Carried
	Moved by J. Reid and seconded by M. Lundin that the minutes of the special meeting of the Board of Directors held on July 4, 2005 be adopted as circulated.	Motion#05/9/4 carried
6. Ownership Linkages	<p>Minutes of the Governance committee meeting held on August 18, 2005 were reviewed by F. Penner. It was confirmed that the Ownership/Linkages committee will reconvene and will develop a schedule of focus group meetings.</p> <p>J. Kowbel provided a brief report on the first ownership/linkage meeting held in June with members of the New Horizons Seniors' Centre (Attachment # 1 -responses to questions). Response to the meeting was good and discussion productive. In response to the need for better communications of healthcare services available in our community, a web site has been developed which identifies these and will be made available to the public via the library, the city office, etc. The hospital's new Patient Services Directory will be distributed not only to inpatients but to the community as well.</p> <p>A date for a focus group meeting with a First Nations community has not yet been set.</p> <p>Discussion took place regarding the impact of the mill closure on our staff. M. Balcaen informed Board members that although there are still numerous unknowns relating to the potential full/partial closure of this business, staff has been surveyed regarding numbers affected and their immediate concerns. The Employee Assistance Program is available for staff members and the Human Resources department is available regarding benefit coverage issues.</p>	Information
7. Board Education	M. Balcaen provided a synopsis of the Report of the Special Advisor, Tom Closson, entitled Integrated Service Plan for Northwestern	Information

	Ontario. (Speaking notes attached to these minutes)	
8. Governance Process Items for Decision	<p>F. Penner informed members that members of the Audit committee will include G. Kaskiw, H. Kasprick, D. Schwartz and F. Penner.</p> <p>Moved by M. Lundin and seconded by J. Reid that policy GP-17 Rules of Order be approved. (New policy attached to these minutes as Attachment #2 and separately from these minutes for inclusion in member policy manual.)</p> <p>Moved by R. Lamb and seconded by M. Lundin that after Board review of GP-15 Board Succession Planning, the policy has been amended with the deletion of #8 – Commitment not make judgments in the absence of previously stated criteria. (Amended policy to be circulated separately from these minutes.)</p> <p>It was noted that the next municipal election will take place in November 2006 and a number of areas relating to succession planning will require discussion. Firstly, the Board's inability to recruit members from outside the City of Kenora boundaries thus limiting access to a large talent pool is of concern. Secondly, in order to make any changes to the numbers appointed and elected, the current Act of the Legislature in which board membership is outlined, must be changed. M. Balcaen will investigate the process by which this may be accomplished and will report back to the Board. It was the consensus of Board members present that they would prefer to remain with the municipal election process but be able to draw nominations from outlying areas.</p>	<p>Motion#05/9/5 Carried</p> <p>Motion#05/9/6 carried</p>
9. Executive Limitations Items for Decision	<p>Moved by G. Kaskiw and seconded by H. Kasprick that after Board review of EL-4 Treatment of Clients, the policy has been amended to include # 8 - Operate without safe measures to prevent hospital acquired infections and #9 - To ensure that studies and/or experimentation involving patients are done in an ethical manner with appropriate informed consent. (Amended policy to be circulated separately from these minutes.)</p> <p>After Board review of EL-7 Compensation and Benefits, it was agreed that there was no need to change the policy.</p>	Motion#05/9/7 carried
10. Consent Agenda	Moved by H. Kasprick and seconded by G. Kaskiw that the Board of Directors approve the consent agenda as presented.	Motion#05/9/8 Carried
11. Monitoring CEO Performance	<p>Moved by R. Lamb and seconded by D. Schwartz that the Board of Directors has read and accepted the monitoring report on EL-3 Protection of Assets.</p> <p>After discussion of this report it was requested that where non compliance or partial compliance is noted in a report, an explanation for this and details of how we will be compliant in future, must be provided.</p> <p>It was agreed that the issue of bonding versus un-bonded employees is a management issue and will be deleted in the next review of this policy.</p> <p>Moved by R. Lamb and seconded by J. Kowbel that the Board of Directors has read and accepted the monitoring report on EL-4 Treatment of Clients.</p>	<p>Motion#05/9/9 carried</p> <p>Motion#05/9/10 Carried</p>

	<p>Moved by R. Lamb and seconded by H. Kasprick that the Board of Directors has read and accepted the monitoring report on EL-6 Communication and Support to the Board.</p> <p>Board members were provided with “Direct Inspection Monitoring Guide for EL-6” and instructed to complete this report next time EL-6 is being assessed. This will aid the CEO in determining if appropriate information is being provided to the Board to allow for adequate evaluation of the CEO's performance.</p> <p>Moved by R. Lamb and seconded by D. Schwartz that the Board of Directors has read and accepted the monitoring report on EL-7 Compensation and Benefits.</p>	<p>Motion#05/9/11 Carried</p> <p>Motion#05/9/12 carried</p>
12. Information Requested by the Board	<p>CEO Report M. Balcaen reviewed his report as circulated. (Attachment #3)</p> <p>Chief of Staff Report In Dr. Moore's absence, the report of the Chief of Staff was reviewed for members by Dr. MacDonald. (Attachment #4)</p>	Information
13. AJOURNMENT	Moved by J. Reid and seconded by K. MacDonald that the meeting be adjourned at 7:30 p.m.	Motion#05/9/13 carried

Chair
/sw

Chief Executive Officer