

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, June 5, 2014
Cascade Ballroom, Best Western Lakeside Inn, Kenora, ON

PRESENT: B. Anderson, M. Balcaen, D. Carrie, K. Dawe, C. Gasparini, G. Kakeeway, Dr. J.K. MacDonald, D. Monteith, J. Reid, F. Richardson (Chair), and B. Siciliano

REGRETS: H. Redsky and T. Stevens

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"> A moment of silence was observed in memory of the fallen Moncton RCMP officers, and their families. 	Called to Order
2. Adoption of Agenda	Moved by D. Monteith and seconded by B. Anderson that the regular meeting agenda be approved, with the addition of: 4.1 Clarification re: Governance Committee Report.	Motion#14/6/1 Carried with Addition
3. Adoption of Minutes	Moved by B. Anderson and seconded by D. Monteith that the minutes of the Regular Meeting of the Board of Directors held on May 1, 2014 be approved as circulated.	Motion#14/6/2 carried
4. Business Arising	4.1 Clarification re: Governance Committee Report <ul style="list-style-type: none"> It was clarified that the hospital recruitment strategy was for all LWDH staff, not just physicians. The request for a monthly update from the Medical Advisory Committee (MAC) was discussed. It was decided that those items not addressed in the Consent Agenda, and are worthwhile for the Board to know will be included in the Chief of Staff Report. M. Balcaen followed up on the recommendation to have the ED wait-time visible on an electronic board in the Waiting Room. Cost would be \$10,000/year for the software; equipment would need to be purchased. R. Bootsveld is investigating if the mandatory data points can be collected electronically. M. Balcaen will complete a written report to the Board of Directors. 	Information M. Balcaen
5. Committee Reports	5.1 Ownership/Linkages D. Monteith reported: <ul style="list-style-type: none"> Committee is completing the Governance to Governance (G2G) Health Service Providers Board Survey, which is due June 13, 2014. Met with the Palliative Care Committee on May 27, 2014 and discussed their presence in the community and their various roles. Senior Management is currently looking into a designated Palliative Care Family Room in the hospital. 	Information
	5.2 Governance F. Richardson reported: <ul style="list-style-type: none"> F. Richardson reviewed his Board Education Report from the Rural and Northern Health Care Governance Workshop and Conference, as well as the recommendations for Board action (appended). Committee is currently organizing a Fall Orientation for new and existing Board Members. Committee will meet Wednesday June 11, 2014 at 12 noon. 	Information

AGENDA ITEMS	DISCUSSION	ACTION
	5.3 Building a Future No report.	
	5.4 Quality F. Richardson reported: <ul style="list-style-type: none"> • Presentations on Medication Reconciliation and current status for ER Wait Times were given. • There is an upcoming Accreditation Canada seminar on “Accountability for Quality and Client Flow” on June 11, 2014 at 1:00 – 2:00 p.m. in the Training Centre Classroom (Downstairs). • Terms of Reference will be reviewed, just waiting for a feedback from M. Watts. • Suggestions of cultural questions that could be included On the LWDH Patient Satisfaction Survey were received, and sent to the Anishinaabe Health Advisory Committee for review and opinion on which question(s) would be acceptable to include on the next survey. 	Information
	5.5 Nominating F. Richardson reported: <ul style="list-style-type: none"> • Continue to recruit for one (1) vacancy. Interested candidates can contact F. Richardson and M. Balcaen. The Board would benefit from an individual working in the legal field or private sector. 	Information
	5.6 CEO Evaluation and Compensation No report.	
6. Consent Agenda	Moved by J. Reid and seconded by G. Kakeeway that the Consent Agenda be approved.	Motion #14/6/3 carried
7. Executive Limitations Items	7.1 EL-1 Planning: Hospital Strategic Plan - Review The review of policy EL-1 Planning: Hospital Strategic Plan will be deferred until the LWDH Strategic Plan (2014-2017) is completed.	Deferred
	7.2 EL-3 Financial Condition & Activities – Review After review and discussion of policy EL-3 Financial Condition & Activities, it was agreed that there was no need to revise the policy at this time.	Information
	7.3 GP-11 Charge to the Chief of Medical Staff - Review The review of GP-11 Charge to the Chief of Medical Staff has been deferred until September 2014.	Deferred
8. Monitoring CEO Performance	8.1 EL-1 Planning: Hospital Strategic Plan The review of the monitoring report on EL-1 Planning: Hospital Strategic Plan will be deferred until the LWDH Strategic Plan (2014-2017) is completed.	Deferred

AGENDA ITEMS	DISCUSSION	ACTION
	8.2 EL-3 Financial Condition & Activities Moved by D. Carrie and seconded by J. Reid that the Board of Directors has assessed the monitoring report on EL-3 Financial Condition & Benefits and found that it demonstrated compliance with a reasonable interpretation of the policy.	Motion #14/6/4 carried
	8.3 GP-11 Charge to the Chief of Medical Staff The review of the monitoring report on GP-11 Charge to the Chief of Medical Staff has been deferred until September 2014.	Deferred
9. Monitoring Board Performance	9.1 GP-8.4 Governance Committee Terms of Reference The monitoring report on GP-8.4 Governance Committee Terms of Reference, completed by D. Monteith, was reviewed.	Information
	9.2 GP-8.8 Quality Committee Terms of Reference The monitoring report on GP-8.8 Quality Committee Terms of Reference, completed by G. Kakeeway, was reviewed.	Information
10. Governance Process Items for Decision	10.1 Administrative By-law Revisions for Approval Moved by J. Reid and seconded by G. Kakeeway that the revisions to Article 6.01(b) "Term of Office" of the Administrative By-laws be approved (attached).	Motion#14/6/5
11. Information Requested by the Board	11.1 President & CEO Report M. Balcaen reviewed his report as circulated (attached). In addition, a recent passing of a former LWDH Senior Manager was acknowledged. Celebration of Life information was shared. 11.2 Chief of Staff Report Dr. MacDonald reviewed his report as circulated (attached). 11.3 VP Patient Services Report K. Dawe reviewed her report as circulated (attached). In addition, ALC Category 1 Crisis Designation by CCAC has been extended for one month to June 27, 2014. Currently there are eight (8) ALC long-term patients in hospital. 11.4 VP Mental Health and Addictions Programs Report B. Siciliano reviewed his report as circulated (attached). 11.5 VP Corporate Services Report C. Gasparini reviewed her report as circulated (attached).	Information
12. Recess	A recess of the regular meeting was called at 5:54 p.m. to move to the In Camera session and the Annual General Meeting.	Recess
13. Reconvene	The regular meeting was reconvened at 8:05 p.m. Sherry Moreau, newly elected Board Director, was present for this	Reconvened

AGENDA ITEMS	DISCUSSION	ACTION
	<p>portion of the meeting</p> <p>G. Kakeeway, departing Board Director, participated in this portion of the meeting.</p> <p>Election of Officers</p> <p>M. Balcaen, President and Chief Executive Officer, assumed the position of Chair for the next portion of the meeting. Elections for the positions of Board Chair and Board Vice Chair for a one year term of office followed.</p> <p>Mr. Balcaen called for nominations from the floor for Board Chair.</p> <p>Moved by B. Anderson and seconded by J. Reid that F. Richardson be nominated for the position of Chair of the Board of Directors.</p> <p>There being no further nominations, Fred Richardson was acclaimed Chair of the Board of Directors.</p> <p>Upon assuming the position of Chair, F. Richardson called for nominations for the position of Vice Chair.</p> <p>Moved by J. Reid and seconded by B. Anderson that D. Carrie be nominated for the position of Vice Chair of the Board of Directors.</p> <p>There being no further nominations, Dean Carrie was acclaimed Vice Chair of the Board of Directors.</p> <p>Moved by D. Monteith and seconded by B. Anderson that M. Balcaen be appointed as Secretary-Treasurer of the Board of Directors.</p> <p>J. Reid will serve on committees that recommend a past Chair be present on the committees.</p> <p>S. Moreau was welcomed to the Board. Orientation materials will be provided.</p>	<p>Motion#14/6/6</p> <p>Motion#14/6/7</p> <p>Motion#14/6/8</p>
14. Adjournment	The regular meeting was adjourned at 8:10 p.m.	Adjourned

Chair

President & CEO

/kh