

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, December 4 2014
Lake of the Woods District Hospital Boardroom

PRESENT: B. Anderson, M. Balcaen, K. Dawe, C. Gasparini, Dr. J.K. MacDonald, J. Reid, F. Richardson (Chair), , B. Siciliano, Dr. R. Scatliff, and T. Stevens

REGRETS: D. Carrie, Dr. B. Kyle, D. Monteith and S. Moreau

AGENDA ITEMS	DISCUSSION	ACTION
1. Call to Order	F. Richardson, Chair, called the meeting to order at 5:02 p.m.	Called to Order
2. Adoption of Agenda	Moved by J. Reid and seconded by B. Anderson that the regular meeting agenda be approved as circulated.	Motion#14/12/1 Carried
3. Declaration of Conflict of Interest	No declarations of conflict of interest were made at this time.	Information
4. Adoption of Minutes	Moved by B. Anderson and seconded by J. Reid that the minutes of the Regular Meeting of the Board of Directors held on November 6, 2014 be approved as circulated.	Motion#14/12/2 carried
5. Business Arising	None	
6. Education	6.1 Patient Satisfaction Survey Results <ul style="list-style-type: none"> M. Balcaen presented the Patient Satisfaction Survey Results, which was conducted from June 2, 2014 – October 31, 2014. 364 responses were received (presentation appended). It was noted that LWDH continues to work to improve communication to patients re: the Aboriginal Services available. 	Information
7. Committee Reports	7.1 Ownership/Linkages J. Reid reported: <ul style="list-style-type: none"> November's community visits included the Seniors Coalition and the District of Kenora Home for the Aged. The Building a Future Presentation is currently being revised and will be circulated for review at the next Board Meeting. Community visit with Birchwood has been scheduled for 12:00 p.m. on March 11, 2015 in the LWDH Boardroom. Survey has been developed to obtain feedback from our community regarding our current Mission, Vision, and Values. Next meeting has been rescheduled to December 17, 2014 at 1:00 p.m. 	Information
	7.2 Governance F. Richardson reported: <ul style="list-style-type: none"> Education Reports completed by J. Reid and F. Richardson on OHA's Health Achieve Conference were reviewed (appended). Next meeting has been rescheduled to December 17, 2014 at 12:00 p.m. At the last meeting the Mission, Vision, and Values were discussed, as well as furthering the Healthcare Campus concept in partnership with the Lake of the Woods Development Commission. 	Information
	7.3 Building a Future C. Gasparini reported: <ul style="list-style-type: none"> No response received to date from the Ministry of Health. LHIN has been in contact with questions, which will be responded to. 	Information
	7.4 Quality F. Richardson reported: <ul style="list-style-type: none"> Presentation at the last meeting on current ER Wait-times. LWDH 	Information

AGENDA ITEMS	DISCUSSION	ACTION
	<p>continues to look at methods to improve patient flow through the department.</p> <ul style="list-style-type: none"> Regional Discharge Project was reviewed. LWDH is implementing a teach-back component and a discharge checklist. It was the consensus of the Board Members in attendance that a Dashboard be created at a later date when all of the items can be automatically calculated. It was noted that the information is delivered to the Board through monitoring reports. 	
	7.5 Nominating	Moved to In Camera
	7.7 Governance Accreditation M. Balcaen reported: <ul style="list-style-type: none"> Governance Accreditation has completed their Self-Assessment Survey. Governance Functioning Tool is almost complete, pending responses from T. Stevens, S. Moreau, and D. Monteith. 	Information
8. Consent Agenda	Moved by B. Anderson and seconded by J. Reid that the Consent Agenda be approved.	Motion #14/12/3 carried
9. Executive Limitations Items	9.1 EL-4 Protection of Assets - Review C. Gasparini will provide the Governance Committee with suggested revisions to policy EL-4 Protection of Assets for consideration at their next meeting. It was noted that it is difficult to provide true evidence for item #8 and #10 as it is quite subjective and providing data is challenging.	To the Governance Committee
10. Monitoring CEO Performance	10.1 EL-4 Protection of Assets Moved by B. Anderson and seconded by J. Reid that the Board of Directors has assessed the monitoring report on EL-4 Protection of Assets and found that it demonstrated compliance with a reasonable interpretation of the policy.	Motion #14/12/4
11. Monitoring Board Performance	11.1 GP-4 In Camera Board Meetings The monitoring report on GP-4 In Camera Board Meetings has been deferred until January 2015.	Deferred
	11.2 GP-8.3 Ownership/Linkages Committee Terms of Reference The monitoring report on GP-8.3 Ownership/Linkages Committee Terms of Reference has been deferred until January 2015.	Deferred
12. Information Requested by the Board	12.1 President & CEO Report M. Balcaen reviewed his report as circulated (attached). In addition, M. Balcaen announced that LWDH was the recipient of a Quality Healthcare Workplace Award – Gold Designation. A media release was circulated to the local media, with photos to follow electronically. 12.2 Chief of Staff Report Dr. J.K. MacDonald reviewed his report as circulated (attached). 12.3 VP Patient Services Report K. Dawe's reviewed her report as circulated (attached). In addition, there are currently nine (9) ALC patient's in-hospital. 12.4 VP Mental Health and Addictions Programs Report B. Siciliano reviewed his report as circulated (attached). 12.5 VP Corporate Services Report C. Gasparini reviewed her report as circulated (attached). In addition, digital x-	Information

AGENDA ITEMS	DISCUSSION	ACTION
	ray equipment is on-site and electrical upgrades are currently being completed. It is anticipated that installation will occur in mid-December, and ready for use in January 2015.	
13. Adjournment	The regular meeting was adjourned at 6:14 p.m.	

Chair

President & CEO

/kh