

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, November 6, 2014
Lake of the Woods District Hospital Boardroom

PRESENT: B. Anderson, M. Balcaen, D. Carrie, C. Gasparini, Dr. B. Kyle, Dr. J.K. MacDonald, D. Monteith, S. Moreau, J. Reid, F. Richardson (Chair), B. Siciliano

REGRETS: K. Dawe, Dr. R. Scatliff, T. Stevens

AGENDA ITEMS	DISCUSSION	ACTION
1. Call to Order	F. Richardson, Chair, called the meeting to order at 5:02 p.m. <ul style="list-style-type: none"> It was noted that due to attendance at Health Achieve, some Senior Management Reports had to be circulated late. 	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#14/11/1 Carried
3. Declaration of Conflict of Interest	<ul style="list-style-type: none"> This is a new standing agenda item that is required as per Accreditation Canada. No declarations of conflict of interest were made at this time. 	Information
4. Adoption of Minutes	Moved by D. Monteith and seconded by J. Reid that the minutes of the Regular Meeting of the Board of Directors held on October 2, 2014 be approved as circulated.	Motion#14/11/2 carried
5. Business Arising	None	
6. Education	6.1 Review of Meditech <ul style="list-style-type: none"> P. Tittlemier and D. Burkart were invited to present on Meditech. Meditech Implementation commenced approximately one (1) year ago, with the need to move toward electronic medical records across Northwestern Ontario. The EMR has proven to be extremely beneficial (i.e. when receiving a patient back from TBRHSC). Dr. B. Kyle briefed the Board on Meditech from a physician's perspective. Reviewed the EMR for a test patient to learn what the program offers and what is available (i.e. reports, vitals, trends, etc.) Confidentiality agreements, privacy breaches, and downtime were discussed. LWDH will be surveying staff members to determine their satisfaction with the system, and to trend this data overtime. 	Information
7. Committee Reports	7.1 Ownership/Linkages J. Reid reported: <ul style="list-style-type: none"> Have reviewed the list of organizations that the committee should meet with, and are working on setting up those visits. Meeting with the Seniors Coalition on November 26, 2014 at 12:30 p.m. Had a positive visit with Naotkamegwanning (Whitefish Bay) on October 28, 2014. Items discussed included: discharge planning, ED wait times, Board process, and the relationship between LWDH and credentialed professional staff. The community donated a piece of artwork to LWDH and will be displayed within LWDH. Meeting with District of Kenora Home for the Aged (Pinecrest) on November 27, 2014 at 12:00 p.m. Meeting with Birchwood Terrace on February 9, 2014; time to be determined. 	Information
	7.2 Governance D. Monteith reported: <ul style="list-style-type: none"> Sincerely thanked everyone for the planning of, and participation in, the recent Board Orientation. 	Information

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	<ul style="list-style-type: none"> F. Richardson's Board Education Report from the NWLHIN Governance to Governance Session in Thunder Bay on October 22, 2014 was circulated and reviewed (appended). Next meeting will be held by videoconference in January. 	
	<p>7.3 Building a Future</p> <p>C. Gasparini reported:</p> <ul style="list-style-type: none"> The meeting with the Capital Health Planning Branch on November 4, 2014 regarding the revised OR/CSR Proposal, which came in under the \$10M budget, was a very positive meeting. They were supportive of moving forward, and will work with us to help this occur. LWDH needs to work on staging and communicate how they will remain open during the renovation. We are fairly confident approval to proceed will be forthcoming. Also discussed the outstanding pre-proposal for a new hospital, which was originally submitted in 2010. This pre-proposal will be updated and resubmitted. The revised proposal under \$10M will be condensed and presented to the Board of Directors. 	Information
	<p>7.4 Quality</p> <p>F. Richardson reported:</p> <ul style="list-style-type: none"> Presentation on C-Difficile and Hand Hygiene Audit Results, which were very positive. Preliminary results on the Patient Satisfaction Survey were shared. No severity level 3 or 4's reported. Continue to follow up on the re-creation of a Board Dashboard. 	Information
	<p>7.5 Nominating</p> <p>B. Anderson reported:</p> <ul style="list-style-type: none"> Board recruitment was discussed. Board Profile Form has been revised to include Quality and Safety as per Accreditation Canada. Still recruiting Board Members for June. Any prospective Board Candidates can be forwarded to B. Anderson. 	Information
	<p>7.6 CEO Evaluation and Compensation</p> <p>Nothing new to report.</p>	
	<p>7.7 Governance Accreditation</p> <p>M. Balcaen reported:</p> <ul style="list-style-type: none"> Self-assessment has been completed. All Board Members will be asked to complete the Governance Functioning Tool. Will set up a time over the noon hour where this can be done as a group. Everyone is pleased with the work done in Governance. 	Information
8. Consent Agenda	<p>Dr. B. Kyle declared a conflict of interest and left the room.</p> <p>Moved by J. Reid and seconded by B. Anderson that the Consent Agenda be approved.</p>	Motion #14/11/3 carried
9. Executive Limitations Items	<p>9.1 EL-1 Planning: Hospital Strategic Plan - Review</p> <p>The review of policy EL-1 Planning: Hospital Strategic Plan will be deferred until the LWDH Strategic Plan (2014-2017) is completed.</p>	Deferred
	<p>9.2 EL-3 Financial Conditions and Activities - Review</p> <p>Following review of EL-3 Financial Conditions and Activities, it was decided that there was no need to revise the policy at this time.</p>	Information

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	9.3 EL-9 Leadership Capacity and Continuity - Review Following review of EL-9 Leadership Capacity & Continuity, it was decided that there was no need to revise the policy at this time.	Information
10. Monitoring CEO Performance	10.1 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
	10.2 EL-3 Financial Conditions and Activities Moved by J. Reid and seconded by D. Monteith that the Board of Directors has assessed the monitoring report on EL-3 Financial Conditions & Activities and found that it demonstrated compliance with a reasonable interpretation of the policy, with the exception of the Opening Statement and item #1. <ul style="list-style-type: none"> Unknown if LWDH will be compliant by the end of the year, but will continue to work on a plan to balance the budget by year-end. C. Gasparini will be meeting with the Ministry of Health on December 12, 2014 re: HBAM Funding. 	Motion #14/11/4 carried
	10.3 EL-9 Leadership Capacity and Continuity Moved by B. Anderson and seconded by D. Monteith that the Board of Directors has assessed the monitoring report on EL-9 Leadership, Capacity & Continuity and found that it demonstrated compliance with a reasonable interpretation of the policy.	Motion #14/11/5 Carried
11. Monitoring Board Performance	11.1 GP-2 Governing Style The monitoring report on GP-2 Governing Style, completed by D. Carrie, was reviewed (appended).	Information
12. Information Requested by the Board	12.1 President & CEO Report M. Balcaen reviewed his report as circulated (attached). 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 report was circulated (attached). 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).	Information
13. Adjournment	The regular meeting was adjourned at 6:36 p.m.	

 Chair

 President & CEO

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