

**LAKE OF THE WOODS DISTRICT HOSPITAL**  
**Regular Meeting of the Board of Directors**  
**Thursday, June 9, 2016**  
**Lake of the Woods District Hospital Boardroom**

**PRESENT:** M. Balcaen, D. Carrie (Chair), W. Cuthbert, K. Dawe, J. Diamond, C. Gasparini, Dr. J.K. MacDonald, D. Makowsky, S. Moreau, J. Reid, D. Schwartz, B. Siciliano, and T. Stevens

**REGRETS:** Dr. S. Foidart, Dr. B. Kyle, and D. Paypompee

AGENDA ITEMS	DISCUSSION	ACTION
1. <b>Call to Order</b>	D. Carrie, Chair, called the meeting to order at 5:01 p.m.	Called to Order
2. <b>Recess</b>	A recess of the regular meeting was called at 5:01 p.m. to move to the In Camera session.	Recess
3. <b>Reconvene</b>	The regular meeting was reconvened at 5:36 p.m.	Reconvened
4. <b>Adoption of Agenda</b>	<b>Moved</b> by D. Schwartz and <b>seconded</b> by W. Cuthbert that the regular meeting agenda be approved as circulated with the addition of Consent Agenda item #9.4 H-SAA 9 Month Extension Agreement from July 1, 2016 to March 31, 2017.	Motion#16/6/5 Carried with Addition
5. <b>Adoption of Minutes</b>	<b>Moved</b> by W. Cuthbert and <b>seconded</b> by D. Schwartz that the minutes of the Regular Meeting of the Board of Directors held on May 5, 2016 be approved as circulated.	Motion#16/6/6 carried
6. <b>Declaration of Conflict of Interest</b>	There were no declarations of conflict of interest.	None Declared
7. <b>Business Arising</b>	None.	
8. <b>Committee Reports</b>	<p><b>8.1 Ownership/Linkages</b></p> <p>J. Reid reported:</p> <ul style="list-style-type: none"> <li>Committee met with WNHAC on May 9, 2016 and Kenora Chiefs Advisory (KCA) on May 11, 2016.</li> <li>A draft resolution between the KCA Board and the LWDH Board was circulated and discussed (attached). Following discussion it was agreed that LWDH wants to work and consult with, and be inclusive of, all partners/organizations. The Executive Committee will meet to review the resolution and draft a response. It was the consensus of the Board that the resolution requires further discussion prior to proceeding.</li> <li>The next O/L Meeting will be held on June 15, 2016 at 5:30 p.m. in the LWDH Boardroom.</li> </ul>	<p>Information</p> <p>D. Carrie</p>
	<p><b>8.2 Governance</b></p> <p>The Report of the Governance Committee was circulated and reviewed (appended).</p> <p><b>Moved</b> by W. Cuthbert and <b>seconded</b> by D. Schwartz that Policy GP-8.4 Governance Committee Terms of Reference be rescinded and the Governance Committee be dissolved.</p> <p><b>Moved</b> by D. Schwartz and <b>seconded</b> by J. Reid that policy GP-8.2 Executive Committee Terms of Reference be revised to include items #1.6, 1.7, 1.8, and 1.10, as highlighted, from GP-8.4 Governance Committee Terms of Reference.</p>	<p>Motion#16/6/7 Carried</p> <p>Motion#16/6/8 Carried</p>

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	<b>8.3 Building a Future</b> No report.	
	<b>8.4 Quality</b>  D. Carrie reported: <ul style="list-style-type: none"> <li>• Presentation was given on the quarter 4 audit results on medication reconciliation on transfer/discharge.</li> <li>• Update was provided on the Patient and Family Advisory Committee.</li> <li>• Commencing September 2016, the Quality Committee is going to meet every second month.</li> </ul>	Information
	<b>8.5 Nominating</b> No report.	
<b>9. Consent Agenda</b>	D. Carrie briefly spoke to the addition of item #9.4 H-SAA 9 Month Extension Agreement from July 1, 2016 to March 31, 2017 (attached).  <b>Moved</b> by J. Reid and <b>seconded</b> by S. Moreau that the Consent Agenda be approved.	Motion#16/6/9 Carried
<b>10. Monitoring CEO Performance</b>	<b>10.1 EL-1 Planning: Hospital Strategic Plan</b>  <b>Moved</b> by J. Reid and <b>seconded</b> by S. Moreau that the Board of Directors has assessed the monitoring report on EL-1 Planning: Hospital Strategic Plan and found that it demonstrated compliance with a reasonable interpretation of the policy.	Motion #16/6/10 carried
	<b>10.2 EL-3 Financial Condition &amp; Activities</b>  <b>Moved</b> by S. Moreau and <b>seconded</b> by J. Reid 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, with the exception of the Opening Statement and Items #1 and #5. Explanations and acceptable plans to work toward compliance have been provided.	Motion #16/6/11 carried
<b>11. Executive Limitations Items</b>	<b>11.1 EL-1 Planning: Hospital Strategic Plan - Review</b>  After review and discussion of policy EL-1 Planning: Hospital Strategic Plan, it was agreed that there was no need to revise the policy at this time. <ul style="list-style-type: none"> <li>• A spreadsheet demonstrating compliance with Strategic Plan timelines will be included with this report moving forward, and provided during the next orientation session.</li> </ul>	Information
	<b>11.2 EL-3 Financial Condition &amp; Activities – Review</b>  After review of EL-3 Financial Condition & Activities, it was <b>moved</b> by D. Schwartz and <b>seconded</b> by J. Reid that policy item #1.1 be revised to read: “Borrow more than \$1.5 million...” instead of: “Borrow more than \$750,000”.	Motion #16/6/12 Carried 1 opposed
<b>12. Monitoring Board Performance</b>	<b>12.1 GP-18 CEO Recruitment</b>  The monitoring report on GP-18 CEO Recruitment was deferred.	Deferred
	<b>12.2 GP-11 Charge to the Chief of Medical Staff</b>  The monitoring report on GP-11 Charge to the Chief of Medical Staff, completed by T. Stevens, was reviewed. It was agreed that	Information

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	<p>there was no need to revise the policy at this time.</p> <ul style="list-style-type: none"> <li>T. Stevens verbally amended her report to acknowledge compliance with policy item #4 as the report is being presented in camera tonight, and was presented in September of 2015.</li> </ul>	
	<p><b>12.3 GP-8.5 CEO Evaluation &amp; Compensation Committee Terms of Reference</b></p> <p>The monitoring report on GP-8.5 CEO Evaluation &amp; Compensation Committee Terms of Reference, completed by J. Diamond, was reviewed. It was agreed that there was no need to revise the policy at this time.</p>	Information
	<p><b>12.4 GP-8.8 Quality Committee Terms of Reference</b></p> <p>The monitoring report on GP-8.8 Quality Committee Terms of Reference, completed by J. Reid, was reviewed. It was agreed that there was no need to revise the policy at this time.</p>	Information
<b>13. Information Requested by the Board</b>	<p><b>13.1 President &amp; CEO Report</b> M. Balcaen reviewed his report as circulated (attached).</p> <p><b>13.2 Chief of Staff Report</b> Dr. MacDonald's report will be reviewed in camera (attached).</p> <p><b>13.3 VP Patient Services Report</b> K. Dawe reviewed her report as circulated (attached). An update was provided on ALC patients. Currently there are 13 ALC patients waiting in-hospital, which is an improvement from previous weeks. LWDH continues to be under Category 1A Crisis Designation Status until June 28, 2016</p> <p><b>13.4 VP Mental Health and Addictions Programs Report</b> B. Siciliano reviewed his report as circulated (attached).</p> <p><b>13.5 VP Corporate Services Report</b> C. Gasparini reviewed her report as circulated (attached). LWDH has worked hard to reduce costs, increase efficiencies, and keep expenses to a minimum, which is reflected in the final Financial Statements. There is very little we can do now without effecting services, which to date has not occurred. The changes implemented have affected staff members who were commended for their hard work and teamwork during the times of transition.</p>	Information
<b>12. Recess</b>	A recess of the regular meeting was called at 6:47 p.m. to move to the Annual General Meeting.	Recess
<b>13. Reconvene</b>	<p>The regular meeting was reconvened at 9:55 p.m.</p> <p>F. Richardson, newly elected Board Director, was present for this portion of the meeting.</p> <p><b>Election of Officers</b> 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>	Reconvened

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	<p>Mr. Balcaen called for nominations from the floor for Board Chair.</p> <p><b>Moved</b> by J. Reid and <b>seconded</b> by W. Cuthbert that <b>F. Richardson</b> be nominated for the position of Chair of the Board of Directors.</p> <p>There being no further nominations, <b>F. Richardson was acclaimed Chair of the Board of Directors.</b></p> <p>Upon assuming the position of Chair, F. Richardson called for nominations for the position of Vice Chair.</p> <p><b>Moved</b> by D. Carrie and <b>seconded</b> by S. Moreau that <b>J. Reid</b> be nominated for the position of Vice Chair of the Board of Directors.</p> <p>There being no further nominations, <b>J. Reid was acclaimed Vice Chair of the Board of Directors.</b></p> <p><b>Moved</b> by W. Cuthbert and <b>seconded</b> by J. Reid that Mark Balcaen be appointed as Secretary-Treasurer of the Board of Directors.</p> <p>D. Carrie expressed interest in sitting on the Executive and Quality Committees.</p>	<p>Motion#16/6/13</p> <p>Motion#16/6/14</p> <p>Motion#16/6/15</p> <p>Information</p>
<b>14. Adjournment</b>	The regular meeting was adjourned at 10:01 p.m.	Adjourned

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Chair

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President & CEO

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