

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, September 1, 2016
Lake of the Woods District Hospital Boardroom

PRESENT: M. Balcaen, W. Cuthbert, D. Makowsky, S. Moreau, J. Reid, F. Richardson (Chair), and D. Schwartz

REGRETS: D. Carrie, J. Diamond, Dr. S. Foidart, C. Gasparini, Dr. J.K. MacDonald, B. Siciliano, and T. Stevens

ABSENT: D. Paypompee

AGENDA ITEMS	DISCUSSION	ACTION
1. Call to Order	F. Richardson, Chair, called the meeting to order at 5:04 p.m. <ul style="list-style-type: none"> D. Makowsky was welcomed to her first official Board Meeting as the new VP Patient Care and CNO. 	Called to Order
2. Adoption of Agenda	Moved by J. Reid and seconded by W. Cuthbert that the regular meeting agenda be approved as circulated.	Motion#16/9/1 Carried
3. Adoption of Minutes	Moved by W. Cuthbert and seconded by J. Reid that the minutes of the Regular Meeting of the Board of Directors held on June 9, 2016 and the Special Meeting Minutes of August 3, 2016 be approved as circulated.	Motion#16/9/2 carried
4. Declaration of Conflict of Interest	There were no declarations of conflict of interest.	None Declared
5. Education	5.1 Mission/Vision/Values Review <ul style="list-style-type: none"> The current Ends, Mission, Vision, and Values were circulated for review (attached), Background information on Missions, Vision, and Values statements was circulated (attached). It was noted that review should be mandated at pre-determined intervals (i.e. every two or three years). Roundtable feedback was sought re: the need for a review of these policies. It was the consensus of the Board that a review of all documents needs to be completed, and would need to be facilitated. K. Stepanik will contact J. Moore, The Governance Coach, regarding availability over the next two (2) months. The need to consult with LWDH staff, medical staff, and the community was stressed. This information will then be used to develop the 2017 Strategic Plan. 	Information To Executive Committee
6. Business Arising	None.	
7. Committee Reports	7.1 Board Committee Membership for 2016 <p>After discussion, the 2016-2017 Committee Membership was set (attached to these minutes), and initial meeting dates scheduled. It was noted that F. Richardson will need to step down from the Nominating Committee as he is up for re-election in 2017.</p> <p>Moved by J. Reid and seconded by S. Moreau that the Board Committee Membership for 2016-2017 be approved.</p>	Motion#16/9/3 carried
	7.2 Executive <p>F. Richardson reported:</p> <ul style="list-style-type: none"> Director Acknowledgement and Undertaking form is due to be 	Information

AGENDA ITEMS	DISCUSSION	ACTION
	<p>signed by all Board Directors and Senior Managers for the current Board year. K. Stepanik will ensure all forms are signed and returned.</p> <ul style="list-style-type: none"> Please send any requests to attend Health Achieve to K. Stepanik prior to September 16, 2016. 	
	<p>7.3 Ownership/Linkages</p> <p>J. Reid reported:</p> <ul style="list-style-type: none"> Last met on June 15, 2016, and attended a NWLHIN Governance-to-Governance session on the Dryden Health Hub. Discussed how to access a variety of organizations to discuss integration opportunities. Hoping to set a meeting with the Chief of Treaty #3 next. Next meeting will be held on September 13, 2016 at 4:30 p.m. in the LWDH Boardroom. 	Information
	<p>7.4 Quality</p> <p>F. Richardson reported:</p> <ul style="list-style-type: none"> Last meeting was held in June. D. Makowsky presented on current ED wait-times, and LWDH is currently meeting the QIP indicator with 11.7 hours. It was noted that LWDH had over 17,000 visits during the past fiscal year. D. Makowsky provided an update on current ALC rates: currently have 12 ALC patients in-hospital with eight (8) waiting for long-term care placement. The LHIN has removed our Crisis Designation Status, but it continues to be monitored. 	Information
	<p>7.5 Nominating</p> <p>No report.</p>	
	<p>7.6 Building a Future</p> <p>No report.</p>	
8. Consent Agenda	Moved by S. Moreau and seconded by J. Reid that the Consent Agenda be approved.	Motion#16/9/4 Carried
9. Monitoring CEO Performance	9.1 EL-2 Planning: Financial	Deferred
	<p>9.2 EL-5 Treatment of Clients</p> <p>LWDH has commenced the Patient Experience Survey in the ED and on inpatient units, and are using the survey provided by the OHA. Response has not been strong to-date, and the length of the survey is a concern (approximately 55-60 questions).</p> <p>Moved by J. Reid and seconded by D. Schwartz that the Board of Directors has assessed the monitoring report on EL-5 Treatment of Clients and found that it demonstrated compliance with a reasonable interpretation of the policy, with the exception of items #6.2 for the Surgical Site Infection Prevention Indicator and the CDI Indicator, and item #7. Acceptable plans to attain compliance have been provided.</p>	Motion #16/9/5 carried
10. Executive Limitations Items	10.1 EL-2 Planning: Financial - Review	Deferred
	<p>10.2 EL-5 Treatment of Clients – Review</p> <p>After review of EL-5 Treatment of Clients, it was agreed that there was no need to revise the policy at this time.</p>	Information

AGENDA ITEMS	DISCUSSION	ACTION
11. Monitoring Board Performance	11.1 2016-2017 Monitoring Report Schedule The 2016-2017 Monitoring Report Schedule was circulated for information (attached). Revise heading to read "Last Policy Revision Date," and include a column titled: "Last Policy Review Date."	Information K. Stepanik
	11.2 GP-18 CEO Recruitment The monitoring report on GP-18 CEO Recruitment was deferred.	Deferred
	11.3 GP-9 Board and Committee Expenses The monitoring report on GP-9 Board and Committee Expenses was deferred.	Deferred
12. Governance Process Item for Decision	12.1 GP-8 Board Committee Structure – Policy Revision It was moved by D. Schwartz and seconded by J. Reid that that Board Policy GP-8 Board Committee Structure be revised with the removal of the "Governance Committee" from the Opening Statement.	Motion #16/9/6 carried
13. Information Requested by the Board	13.1 President & CEO Report <ul style="list-style-type: none"> • M. Balcaen reviewed his report as circulated (attached). • F. Richardson, on behalf of the Board of Directors, will draft a letter to Dr. J. Retson commending her for her hard work and leadership in establishing an Internal Medicine/Hospitalist Program at the LWDH. • In addition, M. Balcaen, C. Gasparini, and F. Richardson attended the LWDHF Annual Lifesavers Dinner and Auction; over \$300,000 was raised! 13.2 Chief of Staff Report Dr. MacDonald's report was circulated (attached). 13.3 VP Patient Services Report D. Makowsky reviewed her report as circulated (attached). In addition: <ul style="list-style-type: none"> • LWDH hopes to meet with the NWLHIN in the fall to further discussions re: the Ambulatory Day Clinic (ADC) service. • An update was provided on the Regional Critical Care Response Program, which allows for emergent consultation in the ICU and the ED via OTN, and the addition of daily ICU rounds with TBRHSC intensivists. • Update was provided on the purchase of new central monitors for the ICU and the ED. 13.4 VP Mental Health and Addictions Programs Report B. Siciliano's report was circulated (attached). 13.5 VP Corporate Services Report C. Gasparini's report was circulated (attached). M. Balcaen, on behalf of C. Gasparini, noted a correction to read: "4 month period ending July 31, 2016". In addition: <ul style="list-style-type: none"> • A recent response from the MOHLTC to our initial letter was discussed. A response will be drafted on how the funding formula is not working for LWDH and that the 	F. Richardson

AGENDA ITEMS	DISCUSSION	ACTION
	<p>inequities need to be addressed.</p> <ul style="list-style-type: none"> • HIRF Exceptional Circumstances Cases have been approved. • Have received approval to sign the OR/MDRD Capital Renovation Contract, which will be ready next week. The project is on schedule and will commence early October. The phases were briefly reviewed. 	
14. Adjournment	The regular meeting was adjourned at 6:30 p.m.	Adjourned

Chair

President & CEO

/ks