

**-LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, September 4, 2008, Boardroom**

PRESENT: B. Anderson, M. Balcaen, D. Baldwin, A. Cameron, R. Lamb, Dr. K. MacDonald, M. Matheson, O. Mejia, D. Munro, Dr. Reed-Walkiewicz, J. Reid (Chair), F. Richardson, R. Thompson, L. Brown, C. Gasparini

REGRETS: J. Clarke, B. McCallum, S. Sas, M. Mymryk

ABSENT: E. Skead

AGENDA ITEMS	DISCUSSION	ACTION
1. Call to Order	J. Reid, Chair, called the meeting to order at 5:01 p.m.	
2. Adoption of Agenda	Moved by F. Richardson and seconded by O Mejia that the regular meeting agenda be adopted with the addition of Item #6.2 – Board Annual Training.	Motion#08/9/1 Carried
3. Self Evaluation of Governance Process	<p>3.1 Meeting Monitor Report</p> <p>The June 5, 2008 meeting monitor report, completed by Dr. K. MacDonald was circulated for review (Attachment #3.1).</p> <p>3.2 September Meeting Monitor</p> <p>M. Matheson was appointed meeting monitor for the current meeting.</p>	
4. Adoption of Minutes	Moved by O. Mejia and seconded by F. Richardson that the minutes of the regular meeting of the Board of Directors held on June 5, 2008 be adopted as circulated.	Motion#08/9/2 carried
5. Business Arising	<p>5.1 Distribution of Information to the Media Update</p> <p>A meeting date with Don Edwards of TBRHSC and our hospital's legal counsel has not yet been scheduled. It is anticipated that a date will be set once Mr. Edwards returns from vacation. In preparation for this meeting, Board members will be provided with hard copies of draft communications plans found on the OHA's Rural and Small Northern hospital web site.</p>	S. Winter to distribute material
6. Education	<p>6.1 LWDH Infection Control Program</p> <p>L. Ronnebeck, Infection Prevention & Control (IPC) Practitioner, joined the meeting and presented an overview of IPC requirements and practices as they relate to staff training, screening, patient treatment and public reporting of infection rates in provincial hospitals. (Attachment #1) A document outlining the responsibilities of the Board with respect to public reporting on patient safety indicators was also circulated for members' information. (Attachment #6.1)</p> <p>6.2 Board Annual Training</p> <p>A draft "Board Annual Training" package, developed by M. Matheson to help identify areas of focus for the October 4th session with Jan Moore, was briefly outlined by F. Richardson. Topics included development of new or revisions to existing policies, an evaluation of Board monitoring, and evaluation of current board functioning and ways to improve. (Attachment #6.2)</p> <p>All board members were asked to review these documents and provide comments or suggestions by September 15th to F. Richardson (copy to M. Matheson). The final documents will be provided to J. Moore to assist in the October session planning.</p>	Comments to F. Richardson by Sept 15

	<p>9.3 EL-2 Financial Condition & Activities</p> <p>Moved by M. Matheson and seconded by B. Anderson that the Board of Directors has assessed the monitoring report on EL-2 Financial Condition & Activities and found that it demonstrated compliance with a reasonable interpretation of the policy.</p> <p>Comment: #7 – In response to a question as to whether interest charges should be applied to outstanding accounts with services such as WSIB, etc. as is common business practice, M. Balcaen agreed to contact the OHA for information regarding practices by other provincial hospitals.</p>	Motion#08/9/5 carried
10. Monitoring Board Performance	<p>10.1 GP-12 Board Linkage with Community</p> <p>The monitoring report on GP-12 Board Linkage with Community was circulated for review prior to the meeting. There were no recommendations for change or improvement cited in the report.</p> <p>Item #3.1: As noted in the report, the Board has not met with the Mental Health and Addictions Advisory committee and in order to comply with this section of the policy, arrangements will be made for a meeting between the two groups. M. Mymryk will be consulted regarding distribution of committee minutes to board members.</p>	<p>Information</p> <p>M. Balcaen</p> <p>M. Mymryk</p>
11. Information Requested by the Board	<p>11.1 President & CEO Report</p> <p>M. Balcaen reviewed his report as circulated. (Attachment #2). Additions included:</p> <ul style="list-style-type: none"> - 3rd Party Review took place on August 26 and 27th. There will be a public report released later this month. It was suggested that a joint news release with the LHIN could be developed for circulation prior to the formal release of the report. M. Balcaen will contact G. Dubois-Wing tomorrow in this regard. <p>Administration was commended for its efforts to ensure transparency by providing Board members with information relating to the 3rd party review, infection control initiatives, and participation in the RMSAM project.</p> <p>11.2 Chief of Staff Report</p> <p>Dr. MacDonald's report was provided in the incamera session.</p>	Information
12. Adjournment	<p>Moved by D. Baldwin and seconded by Dr. K. MacDonald that the regular meeting be adjourned at 6:40 p.m.</p>	Motion#08/9/6 Carried

Chair
/sw

Chief Executive Officer