

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, November 6, 2008, Boardroom

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

REGRETS: R. Lamb, S. Sas

AGENDA ITEMS	DISCUSSION	ACTION
1. Call to Order	J. Reid, Chair, called the meeting to order at 5:00 p.m.	
2. Adoption of Agenda	Moved by B. Anderson and seconded by O. Mejia that the regular meeting agenda be adopted as circulated.	Motion#08/11/1 carried
3. Self Evaluation of Governance Process	<p>3.1 Meeting Monitor Report</p> <p>The October 2, 2008 meeting monitor report, completed by B. McCallum was circulated for review (Attachment #3.1).</p> <p>3.2 November Meeting Monitor</p> <p>O. Mejia was appointed meeting monitor for the current meeting.</p>	
4. Adoption of Minutes	Moved by J. Clarke and seconded by B. Anderson that the minutes of the regular meeting of the Board of Directors held on October 2, 2008 be adopted as circulated.	Motion#08/11/2 carried
5. Education	<p>Written reports by J. Reid and B. Anderson on the Aboriginal Healthcare Conference that was held in Thunder Bay from September 24 to 26 were circulated for review.</p> <p>A written report by M. Matheson on the Healthcare Governance forum held in Toronto on September 16 – 17 was presented. A slide presentation from that session will also be circulated to Board members via email.</p>	Slides to be circulated
6. Consent Agenda	Moved by O. Mejia and seconded by J. Clarke that the consent agenda be approved.	Motion#08/11/3 carried
7. Ownership/ Linkages	<p>7.1 Update</p> <p>Scheduled Ownership/Linkages meetings include: Hospital Auxiliary - Nov. 10; Wabaseemoong Chief & Council – Nov. 13; Kenora Community Legal Clinic – Nov. 17; Ministerial Association - Nov. 18; Retired Teachers' Association - Nov 20; Mental Health & Addictions Advisory Board to Board -Nov. 26; Kenora Economic Development Committee – rescheduled date to be confirmed; Whitefish Bay Chief & Council – date to be confirmed.</p>	
8. Governance Process Items for Decision	<p>8.1 Revised Governance Policies</p> <p>As the result of discussion at the October 4th governance session with J. Moore, the following policies are being presented for approval:</p> <p>Moved by B. Anderson and seconded by B. McCallum that the following revised governance policies be approved:</p> <p>GP-5 Board Job Description BC-4 Monitoring CEO Performance E Mission E-1 People Achieve Optimum Outcomes E-2 Information for Positive Lifestyle Choices E-3 Partners Have Enhanced Capacity EL-1 Planning EL-2 Financial Condition & Activities EL-3 Protection of Assets</p>	Motion#08/11/4 carried

	<p>EL-4 Treatment of Clients</p> <p>Moved by D. Baldwin and seconded by F. Richardson that the following governance policies be deleted: EL-10 Partnerships; EL-11 Public Image.</p> <p>Moved by B. McCallum and seconded by D. Baldwin that the following governance policy be added: BC-5 Complaints re: CEO or Chief of Staff.</p> <p>8.2 2008/10 HAPS/HSAA</p> <p>C. Gasparini provided Board members with a summary of recovery initiatives which have resulted in a balanced budget for 2008/09 and 2009/10 (attached). An introductory letter will be submitted to G. Dubois-Wing with the HAPS outlining assumptions used in arriving at the final document.</p> <p>Moved by B. McCallum and seconded by D. Baldwin that the Board of Directors approve the 2008/2010 Hospital Annual Planning Submission and agree to the 2008/2010 Hospital Service Accountability Agreement.</p> <p>In response to a comment by a Board member, discussion took place regarding the Third Party Review Report recommendation to review alternatives to the current system of board member appointment/election. It was the general consensus of members present that this issue was outside of the mandate of the review and that the current system allowed for more effective representation of our community. It was noted that other options had been investigated six years ago by a previous board who at that time, agreed to the status quo.</p> <p>8.3 2009/11 CAPS</p> <p>M. Mymryk distributed to members a comprehensive workbook containing information relevant to Community Programs and Services, accountability requirements and applicable legislation. A powerpoint presentation outlining the CAPS (similar to HAPS process) was also provided.</p> <p>Moved by O Mejia and seconded by F. Richardson that the Board of Directors approve the 2009/2011 Community Annual Planning Submission (CAPS) as presented.</p> <p>Discussion followed regarding the LHIN directive to investigate opportunities for service integration in the Kenora area. It was suggested that LWDH Board members take steps to meet with boards of other HSP to initiate discussions in this regard. Management will parallel this process with management representatives. LHIN representatives will be invited to attend these meetings.</p>	<p>Motion#08/11/5 carried</p> <p>Motion#08/11/6 carried</p> <p>Motion#08/11/7 carried</p> <p>Motion#08/11/8 carried</p>
<p>9. Executive Limitations Items</p>	<p>9.1 EL-1 Financial Planning – for Review</p> <p>After review of policy EL-1 Financial Planning, it was agreed that there was no need to change the policy.</p> <p>9.2 EL-2 Financial Condition & Activities – for Review</p> <p>After review of policy EL-8 Emergency Executive Succession, it was agreed that there was no need to change the policy.</p> <p>9.3 EL-5 Treatment of Staff – for Review</p>	<p>No change</p> <p>No change</p>

	<p>After review of policy EL-5 Treatment of Staff, it was</p> <p>Moved by R. Thompson and seconded by B. Anderson that Item #2 be revised to read as follows:</p> <p>“Permit employees, volunteers, Hospital Auxiliary members, Wassay-gezig na-nahn-dah-we-igamig employees and physicians to work without adequate orientation to the organization’s policies, procedures, facilities and equipment appropriate to their work assignment.”</p>	Motion#08/11/9 Carried
10. Monitoring CEO Performance	<p>10.1 EL-1 Financial Planning</p> <p>Moved by F. Richardson and seconded by O. Mejia that the Board of Directors has assessed the monitoring report on EL-1 Financial Planning and found that it demonstrated compliance with a reasonable interpretation of the policy.</p> <p>10.2 EL-2 Financial Condition & Activities</p> <p>Moved by F. Richardson 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>10.3 EL-5 Treatment of Staff</p> <p>Moved by B. Anderson and seconded by D. Baldwin that the Board of Directors has assessed the monitoring report on EL-5 Treatment of Staff and found that it demonstrated compliance with a reasonable interpretation of the policy.</p> <p>Comments: - Initial statement, Compliance (d) should read “100% of staff are offered immunization for Influenza and Hepatitis B - Item 1.1- Interpretation, second statement – would like an explanation of “tools”</p>	<p>Motion#08/11/10 carried</p> <p>Motion#08/11/11 carried</p> <p>Motion#08/11/12 carried</p>
11. Monitoring Board Performance	<p>11.1 GP-8 Board Committee Structure</p> <p>Report deferred to the December meeting.</p>	Deferred
12. Information Requested by the Board	<p>12.1 President & CEO Report</p> <p>M. Balcaen reviewed his report as circulated. (Attachment #2). Additions: At a meeting with the Capital Planning Branch of the Ministry of Health on November 5th, long term redevelopment of this hospital was discussed and as a result the 2002 Master Plan document will be revisited by the Ministry.</p> <p>12.2 Chief of Staff Report</p> <p>Dr. MacDonald’s report was provided in the incamera session.</p>	Information
11. Adjournment	<p>Moved by F. Richardson and seconded by B. McCallum that the regular meeting be adjourned at 7:15 p.m.</p>	Motion#08/11/13 Carried