

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, March 4, 2010, Hospital Boardroom

PRESENT: B. Anderson, M. Balcaen, D. Baldwin (Chair), A. Cameron, J. Clarke, Dr. K. MacDonald, M. Matheson, D. Munro, J. Reid, Dr. S. Reed-Walkiewicz, Dr. S. Wiebe, L. Brown, C. Gasparini, M. Mymryk

REGRETS: B. McCallum, O. Mejia, F. Richardson

AGENDA ITEMS	DISCUSSION	ACTION
1. Call to Order	D. Baldwin, Chair, called the meeting to order at 5:24 p.m.	
2. Adoption of Agenda	Moved by J. Reid and seconded by B. Anderson that the regular meeting agenda be adopted as circulated.	Motion#10/3/1 carried
3. Adoption of Minutes	Moved by J. Reid and seconded by D. Munro that the minutes of the regular meeting of the Board of Directors held on February 4, 2010 be adopted as circulated.	Motion#10/3/2 carried
4. Business Arising	No business arising.	
5. Education	Board education will be provided as part of Item 6.4.1.	
6. Committee Reports	<p>6.1 Ownership/Linkages</p> <ul style="list-style-type: none"> - Meetings are being scheduled with both the Liberal and Conservative Riding Associations and the municipality and will take place prior to the board's annual meeting in June. - Continued attempts are being made to schedule meetings with Aboriginal groups. - J. Clarke, B. Anderson and C. Gasparini will provide the O/L presentation to the Kenora Rotary Club on March 8, 2010. - Included in the board meeting packages was a report by J. Clarke which outlined impressions of his tour of the Thunder Bay hospital on February 26, 2010. The meeting between board and administrative representatives of TBRHSC has been rescheduled to take place on April 21, 2010 in Thunder Bay. 	Meeting with TBRHSC - April 21, 2010
	<p>6.2 Future Focus</p> <p>J. Clarke will provide board members with a summary of future focus activities at the May board meeting.</p>	J. Clarke
	<p>6.3 Education</p> <p>Upcoming training</p> <ul style="list-style-type: none"> - The annual OHA Spring Conference will be held on April 21-23 in Thunder Bay and, for LWDH board members, will include a board to board meeting and tour of the Thunder Bay hospital on April 21st (6 attendees). Any board members interested in participating are asked to contact M. Matheson. - OHA hospital prototype by-laws are available for review on the OHA website as are various governance training modules. <p>As a result of a review of policy E-3, Item 4, the Education Committee recognize that LWDH does not control aspects of the continuum of care but does contribute to it. As such, it was requested that the next report contain a description/details of the continuum of care as it currently exists with our partners and identification of major gaps. Subsequent</p>	

	<p>reports would document how these gaps are being addressed.</p> <p>Self Evaluation – It was agreed that the governance functioning tool for the accreditation process will be used to assist board members in their self evaluation and will be distributed in May. This tool will help identify how members have been functioning as board members and assist in planning for fall 2010.</p>	<p>Tool to be distributed in May.</p>
	<p>6.4 Renewal</p> <p>6.4.1 Proposed Governance Model</p> <p>D. Baldwin provided board members with a power point presentation (attached) outlining details of the proposed governance model (working model). The revised by-laws, to be approved at the April meeting, will provide the finer details of the model. The revised by-laws and draft motions for their approval by both directors and members will be circulated to board members tomorrow for their review prior to the April meeting.</p> <p>Moved by B. Anderson and seconded by J. Reid that the Board of Directors approves the revised governance model as presented as the working model for the Board of Directors of the Lake of the Woods District Hospital.</p> <p>6.4.2 Nominations Committee Proposal & Membership</p> <p>Although the role of the nominating committee currently falls within the mandate of the Governance committee, it has been agreed that due to the importance of board recruitment and succession planning, a separate committee will be established for that purpose. It was suggested that committee membership include three board members and anyone interested in filling these positions was asked to contact S. Winter. New and/or revised policies relating to the nominations committee will be presented at the April board meeting for approval.</p>	<p>Motion#10/3/3 carried</p> <p>Policies to be developed for approval at April meeting</p>
7. Executive Limitations Items	<p>7.1 EL-5 Treatment of Clients – Policy Review</p> <p>After review of policy EL-5 Treatment of Clients, it was agreed that there was no need to change the policy.</p> <p>7.2 EL-10 Significant Service Changes</p> <p>After review of policy EL-10 Significant Service Changes, it was agreed that there was no need to change the policy.</p>	<p>No changes</p> <p>No changes</p>
8. Monitoring CEO Performance	<p>8.1 EL-5 Treatment of Clients</p> <p>Moved by Dr. K. MacDonald and seconded by M. Matheson 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.</p> <p>Moved by J. Clarke and seconded by Dr. K. MacDonald that the above motion be amended to include “and that M. Balcaen provide the Board with a follow up report on 6.0, 6.1, 6.2 outlining a plan to achieve compliance, prior to the six month reporting interval”.</p> <p>J. Clarke requested that M. Balcaen include in the next scheduled report, details of how the three outstanding items from the accreditation</p>	<p>Motion#10/3/4 carried</p> <p>Motion#10/3/5 carried</p>

	<p>survey are being addressed.</p> <p>Item 6.1 – J. Clarke requested that the interpretation of “culture of safety” be revised.</p> <p>Item 6.2 – The Infection Control committee will investigate reasons for non compliance in the area of hand hygiene. An attempt will be made to determine whether all hospitals in Ontario are using the same tool to monitor compliance.</p> <p>8.2 EL-10 Significant Service Changes</p> <p>Moved by J. Reid and seconded by B. Anderson that the Board of Directors has assessed the monitoring report on EL-10 Significant Service Changes and found that it demonstrated compliance with a reasonable interpretation of the policy.</p>	Motion#10/2/6 carried
9. Monitoring Board Performance	<p>9.1 GP-16 Handling of Operational Complaints</p> <p>The monitoring report on GP-16 Handling of Operational Complaints, completed by B. McCallum, was circulated for review.</p> <p>Discussion took place regarding the current process by which operational complaints are handled and whether this is an effective process. The number and nature of complaints being reported to board members will continue to be monitored and revisions to the process may be initiated if warranted.</p>	Information
10. Information Requested by the Board	<p>10.1 President & CEO Report</p> <p>M. Balcaen reviewed his report as circulated (attached).</p> <p>10.2 Chief of Staff Report</p> <p>The Chief of Staff Report was presented in the in-camera portion of the meeting.</p>	Information
11. Adjournment	Moved by J. Reid that the regular meeting be adjourned at 6:40 p.m.	

Chair

President & CEO

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