

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, December 3, 2009, Hospital Boardroom

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

AGENDA ITEMS	DISCUSSION	ACTION
1. Call to Order	D. Baldwin, Chair, called the meeting to order at 5:07 p.m.	
2. Election of Officers	<p>Mr. 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> <p>Mr. Balcaen called for nominations from the floor for Board Chair.</p> <p>Moved by F. Richardson and seconded by J. Reid that Debbie Baldwin be nominated for the position of Chair of the Board of Directors.</p> <p>There being no further nominations, Debbie Baldwin was acclaimed Chair of the Board of Directors.</p> <p>Upon assuming the position of Chair, D. Baldwin called for nominations for the position of Vice Chair.</p> <p>Moved by J. Clarke and seconded by M. Matheson that Fred Richardson be nominated for the position of Vice Chair of the Board of Directors.</p> <p>There being no further nominations, Fred Richardson was acclaimed Vice Chair of the Board of Directors.</p> <p>Moved by B. Anderson and seconded by J. Reid that Mark Balcaen be appointed Secretary-Treasurer of the Board of Directors.</p>	<p>Motion#09/12/1 carried</p> <p>Motion#09/12/2 carried</p> <p>Motion#09/12/3 carried</p>
3. Adoption of Agenda	Moved by J. Reid and seconded by B. Anderson that the regular meeting agenda be adopted as circulated.	Motion#09/12/4 carried
4. Adoption of Minutes	Moved by J. Reid and seconded by M. Matheson that the minutes of the regular meeting of the Board of Directors held on November 5, 2009 be adopted as circulated.	Motion#09/12/5 carried
5. Education	<p>5.1 Accreditation – K. Dawe</p> <p>K. Dawe joined the meeting and provided Board members with a power point presentation on results of the recent Accreditation Canada survey which took place October 4 – 7, 2009. This hospital was awarded “Accreditation with Condition – Report”. In order to change this to full accreditation, two follow up reports showing compliance with required organizational practices are due for submission to Accreditation Canada on March 7, 2010 and September 7, 2010.</p> <p>5.2 Education Committee Report – M. Matheson</p>	

	<p>It was agreed that Board evaluation is comprised of two parts - individual member evaluation and ongoing assessment of how the board functions as a whole. To initiate the evaluation process, a self evaluation tool, based in part on a template from the OHA Guide to Good Governance manual, was circulated at the last meeting with a request that Board members review the document and provide feedback on its relevance/value.</p> <p>Comments included:</p> <ul style="list-style-type: none"> - The tool is useful from a personal point of view in that it will help to identify individual areas for improvement and for the full board in that it will identify areas of skills training that would benefit all members - The tool should be completed at least twice per year (May, prior to education plan development and again in fall) - It was suggested that members use these completed tools to develop an individualized work plan (personal growth plan) which will be submitted to the Education committee in May for use in their development of an annual board education plan. A work plan template will be drafted - The completed self evaluation tools will be retained by individual board members for reference and comparisons over time. <p>Suggested revisions to the tool included:</p> <ul style="list-style-type: none"> - include a N/A column - include an area where strategies can be recorded (recognition of strengths and challenges and how the latter can be addresses by the individual) - slight wordsmithing to #2, #26 	
6. Ownership/ Linkages	<p>It was confirmed that B. Anderson fill replace J. Clarke as Chair of the Ownership/Linkages Committee.</p> <p>Board members were provided with details of an information brochure currently being developed by J. Reid and B. Anderson. This brochure will serve as a communication tool to be circulated in the community and will include information on hospital services, Board activities, etc.</p> <p>B. Anderson informed members that the community engagement process and presentation are currently being revitalized. Board members will be contacted by committee members regarding their availability to participate in upcoming presentations to community organizations. The existing presentation will be utilized for the time being and efforts will be made to focus on key strategic partners with whom to discuss the future of the hospital. A revised presentation will incorporate information gleaned from previous engagements and the new hospital strategy.</p>	Information
7. Future Focus	<p>It was noted that ownership/linkages work is in fact a component of future focus. The first meeting of the Facility Planning committee will take place on Thursday, December 10th at 12:00 noon in the hospital Boardroom.</p>	Information
8. Executive Limitations Items	<p>8.1 EL-8 Emergency Executive Succession</p> <p>After review of policy EL-8 Emergency Executive Succession, it was agreed that there was no need to change the policy.</p>	No change
9. Monitoring CEO Performance	<p>9.1 EL-8 Emergency Executive Succession</p> <p>Moved by F. Richardson and seconded by B. Anderson that the Board</p>	Motion#09/12/

	of Directors has assessed the monitoring report on EL-8 Emergency Executive Succession and found that it demonstrated compliance with a reasonable interpretation of the policy.	carried
10. Monitoring Board Performance	10.1 GP-17 Rules of Order The monitoring report on GP-17 Rules of Order completed by B. Anderson was circulated for review.	
11 Information Requested by the Board	11.1 President & CEO Report M. Balcaen reviewed his report as circulated. (attached). 11.2 Chief of Staff Report As Dr. K. MacDonald is currently on vacation, Dr. S. Reed-Walkiewicz reported that it has been a fairly quiet month with the dominate topic of discussion being the ongoing challenge of meeting the care needs of unattached patients and potential solutions.	Information Information
12. Adjournment	Moved by J. Reid that the regular meeting be adjourned at 6:20 p.m.	

Chair

President & CEO

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