

**LAKE OF THE WOODS DISTRICT HOSPITAL**  
**Regular Meeting of the Board of Directors**  
**Thursday, April 7, 2011, Hospital Boardroom**

**PRESENT:** B. Anderson, M. Balcaen, L. Brown, Dr. R. Diamond, Dr. K. MacDonald, B. McCallum, O. Mejia, D. Munro, J. Reid, F. Richardson (Acting Chair), C. Gasparini, M. Mymryk

**REGRETS:** D. Baldwin, A. Cameron, M. Matheson, Dr. S. Wiebe

AGENDA ITEMS	DISCUSSION	ACTION
1. Call to Order	F. Richardson, Acting Chair, called the meeting to order at 5:01 p.m. At this time Mr. Richardson announced the resignation of Debbie Baldwin, Board Member and Chair, effective April 15, 2011 and read aloud her letter of resignation. This resignation will result in another board vacancy. M. Balcaen will draft a letter of response to Ms. Baldwin on behalf of the board.	M. Balcaen
2. Adoption of Agenda	<b>Moved</b> by J. Reid and <b>seconded</b> by B. Anderson that the regular meeting agenda be approved as circulated.	Motion#11/4/1 Carried
3. Adoption of Minutes	<b>Moved</b> by J. Reid and <b>seconded</b> by D. Munro that the minutes of the regular meeting of the Board of Directors held on March 3, 2011 be approved as circulated.	Motion#11/4/2 Carried
4. Business Arising	No business arising.	
5. Education	<p>M. Balcaen presented a power point presentation entitled "Environmental Scan – Recent Issues Affecting Hospitals in Ontario" (attached) which highlighted for board members the volume of legislative changes in recent years that Ontario hospitals are required to implement and comply with.</p> <p>Additional information not noted in the presentation included:</p> <ul style="list-style-type: none"> <li>- Amendments to the Freedom of Information and Protection of Privacy Act will affect hospitals effective January 1, 2012 and will provide individuals with the right of access to certain records/information under the control of the hospital.</li> <li>- Effective April 1, 2011, under the Broader Public Sector Accountability Act Expense Directive, all hospitals must develop expense rules where expenses are reimbursed from public funds. The rules apply to any person in the organization making an expense claim. The guidelines are posted for public viewing and details of expenses incurred must be officially reported to the government on predetermined dates.</li> </ul> <p>M. Balcaen informed board members that Mr. Hal Fjeldsted will be invited to present information to the Board on the Rural and Northern Healthcare Framework later in the year.</p>	<p>Information</p> <p>M. Balcaen</p>
6. Committee Reports	<p><b>6.1 Ownership/Linkages</b></p> <p>B. Anderson reported the following:</p> <ul style="list-style-type: none"> <li>• Met with Kenora District Services Board on March 7, 2011. KDSB representatives found the hospital board's efforts relating to future focus and integration of interest.</li> <li>• Meeting with reps of Saakate House on April 12, 2011</li> <li>• Meetings with the Chamber of Commerce and Pinecrest pending</li> <li>• 2<sup>nd</sup> meeting with Seniors Coalition - date pending</li> <li>• No response from KAHAC regarding meeting</li> <li>• Letters of invitation have been sent to Dr. Wiebe and Diamond re</li> </ul>	Information

	meeting with physicians.	
	<b>6.2 Governance</b> <ul style="list-style-type: none"> <li>• Discussion of Board evaluation tools to take place in-camera.</li> </ul>	Moved to in-camera session
	<b>6.3 Building a Future</b> <p>M. Balcaen reported that there is no new information since last meeting.</p>	Information
	<b>6.4 Nominating</b> <p>This item was moved to the in-camera session.</p>	Moved to in-camera session
	<b>6.5 Quality</b> <p>F. Richardson reported the following:</p> <ul style="list-style-type: none"> <li>• Development of the Quality Improvement Plan has been very demanding of hospital staff and participating board members. The Board thanked K. Dawe for her expertise and assistance in completing this plan and noted that this hospital's legal counsel was also a valuable resource in the process. The plan has been submitted to the Ministry with a note that Board approval is pending (to be presented at this meeting). The plan has been posted on the hospital's website as required.</li> <li>• The CEO Compensation Committee (J. Reid, D. Munro, O. Mejia, R. Richardson) met in conjunction with the Quality committee to establish senior management compensation claw-backs in relation to quality targets as required in the legislation. It was noted that the exercise was very intense and stressful.</li> <li>• Three quarters of Ontario hospitals are in a similar situation (determining CEO compensation packages).</li> </ul> <p><b>Moved</b> by B. Anderson and <b>seconded</b> by J. Reid that the Board of Directors approve the Lake of the Woods District Hospital's 2011/2012 Quality Improvement Plan as recommended by the Quality Committee.</p>	Motion#11/4/3 carried
<b>7. Consent Agenda</b>	<p><b>Moved</b> by J. Reid and <b>seconded</b> by O. Mejia that the Consent Agenda be approved.</p> <p>This is the first year that the hospital is operating under a corporate model and although membership is low it is anticipated to increase with time. Only those individuals approved for membership in this motion will have voting rights at the June 2011 AGM.</p>	Motion#11/4/4 carried
<b>8. Executive Limitations Items</b>	<b>8.1 EL-12 Ethical Behaviour – Review</b> <p>This item was deferred to the May meeting.</p>	Deferred to May meeting
<b>9. Monitoring CEO Performance</b>	<b>9.1 EL-12 Ethical Behaviour</b> <p>This item was deferred to the May meeting.</p>	Deferred to May meeting
<b>10. Monitoring Board Performance</b>	<b>10.1 GP-15 Board Succession Planning</b> <p>The monitoring report on GP-15 Board Succession Planning, completed by F. Richardson was reviewed. It was recommended in the report that, in future, Board member involvement on the O/L committee be increased. After discussion it was</p> <p><b>Moved</b> by J. Reid and <b>seconded</b> by B. Anderson that the policy GP-15 Board Succession Planning be revised to include in the opening statement the following sentence "The Board shall strive to have at all times a variety of board members displaying a diversity of</p>	Motion#11/4/5

	expertise, talent, experience and background that shall meet the needs for care of our community at large.”	
<b>11. Information Requested by the Board</b>	<p><b>11.1 President &amp; CEO Report</b></p> <p>M. Balcaen reviewed his report as circulated (attached).</p> <p>Additions: L. Brown reported that a request to extend the 1A crisis status by two weeks has been submitted to the LHIN. The Ministry of Health will be launching a “Wait at Home” strategy to assist communities in addressing ALC and long term care placement issues. There are currently 13 ALC patients in hospital awaiting LTC placement.</p> <p><b>11.2 Chief of Staff Report</b></p> <p>Dr. MacDonald reviewed non confidential items within his report as circulated (attached). The remainder will be reviewed in the in-camera session.</p>	Information
<b>12. Governance Process</b>	<p><b>12.1 Administrative By-Law Revisions</b></p> <p>Administrative by-law revisions made as a result of new legislation were introduced at this meeting. A formal motion for their approval will be presented to the Board at the May meeting and if approved will be presented at the AGM for corporate membership approval. Any additional questions pertaining to these revisions may be submitted to M. Balcaen prior to the May meeting.</p>	To be presented for approval at the May meeting
<b>13. Adjournment</b>	<b>Moved</b> by B. Anderson and <b>seconded</b> by D. Munro that the regular meeting be adjourned at 6:10 p.m.	

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Chair

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President & CEO

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