

**LAKE OF THE WOODS DISTRICT HOSPITAL**  
**Regular Meeting of the Board of Directors**  
**Thursday, November 3, 2011, Hospital Boardroom**

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

AGENDA ITEMS	DISCUSSION	ACTION
1. <b>Call to Order</b>	F. Richardson, Chair, called the meeting to order at 5:02 p.m.	
2. <b>Adoption of Agenda</b>	<b>Moved</b> by J. Reid and <b>seconded</b> by B. Anderson that the regular meeting agenda be approved as circulated.	Motion#11/11/1 Carried
3. <b>Adoption of Minutes</b>	<b>Moved</b> by D. Munro and <b>seconded</b> by J. Reid that the minutes of the regular meeting of the Board of Directors held on October 6, 2011 be approved as circulated.	Motion#11/11/2 Carried
4. <b>Business Arising</b>	No business arising.	
5. <b>Education</b>	C. Gasparini, administrative lead for the implementation of FIPPA at the hospital, provided Board members with an over view of the Freedom of Information & Protection of Privacy Act (FIPPA) and requirements of the hospital. (presentation attached)	Information
6. <b>Committee Reports</b>	<p><b>6.1 Ownership/Linkages</b></p> <p>B. Anderson provided an annual report of activities of the O/L committee with details as follows:</p> <ul style="list-style-type: none"> <li>• Met with primarily the boards of 10 different organizations.</li> <li>• Comments by meeting participants included: <ul style="list-style-type: none"> <li>• Need improved communications with clients (clarification of procedures, meds, etc.)</li> <li>• Need to improve the complaints process to both the hospital and physicians</li> <li>• Need more out-patient clinics</li> <li>• All were in favour of a new hospital</li> <li>• Concern with shortage of family physicians</li> <li>• Need a better referral process to other providers, especially mental health</li> <li>• Critical of the NWLHIN, CCAC, and Kenora District Services Board</li> <li>• Better and more efficient use of nurse practitioners</li> </ul> </li> <li>• Details of a meeting with FHT physicians will be provided incamera.</li> </ul>	Information
	<p><b>6.2 Governance</b></p> <p>M. Matheson reported the following:</p> <ul style="list-style-type: none"> <li>• In terms of long term vision and the planning of a new hospital, it is important that the board focuses on the development of partnerships with various Aboriginal groups. To this end, it is being suggested that the board allot specific time to educate themselves and to form linkages with Aboriginal partners.</li> <li>• The education report on the OHA's Certificate in Health Governance for New Directors prepared by C. Harasemchuk was circulated to board members for review.</li> <li>• Comments and suggested revisions to governance policies by J. Moore, Governance Coach and M. Watts, hospital legal counsel are being reviewed. Final revisions to policies GP to GP 8.8 as recommended by the Governance committee will be circulated to</li> </ul>	Information

	<p>Board members for discussion and consideration at the December board meeting.</p> <ul style="list-style-type: none"> <li>In order to incorporate the views of all board members into the governance portion of the Accreditation survey, board members will be asked to complete Accreditation Canada's "Governance Functioning Tool". The document will be circulated to board members for completion with a request to return to S. Winter prior to the December meeting. New board members were asked to contact their mentor with any questions relating to the completion of the tool. Information from the survey results will also be used by the Governance committee in developing their workplan.</li> </ul>	
	<p><b>6.3 Building a Future</b></p> <p>M. Balcaen reported:</p> <ul style="list-style-type: none"> <li>Proposals for a new hospital and major renovations to the OR/CSR submitted to LHIN have received support of LHIN's and have been forwarded to the Ministry of Health &amp; Long Term Care Capital Planning Branch for review and priority ranking.</li> </ul>	Information
	<p><b>6.4 Quality</b></p> <p>F. Richardson reported the following:</p> <ul style="list-style-type: none"> <li>Presentation topics at the October meeting included Patient Satisfaction by K. Dawe and ALC Strategies by L. Mychalyshyn.</li> <li>The hospital is well on its way to meeting QIP targets.</li> </ul>	Information
	<p><b>6.5 Governance Accreditation</b></p> <p>M. Balcaen reported the following:</p> <ul style="list-style-type: none"> <li>Positive progress is being made on completion of the revised survey.</li> </ul>	Information
	<p><b>6.6 Nominating</b></p> <p>D. Munro reported:</p> <ul style="list-style-type: none"> <li>The advertisement for the partial term Board member position, in both English and Ojibway, will run four times in the local newspaper and has been circulated to First Nations communities in our catchment area and First Nations organizations.</li> <li>With a November 30, 2011 submission deadline, it is hoped that a recommendation to the board may be made at their December meeting.</li> <li>The partial term position will be completed in June 2012 with an option at that time to extend it a further two years.</li> </ul>	Information
<b>7. Executive Limitations Items</b>	<p><b>7.1 EL-3 Financial Condition &amp; Activities – Review</b></p> <p>After review and discussion of policy EL-3 Financial Condition &amp; Activities, it was agreed that there was no need to revise the policy.</p>	No change
<b>8. Monitoring CEO Performance</b>	<p><b>8.1 EL-3 Financial Condition &amp; Activities</b></p> <p><b>Moved</b> by B. Anderson and <b>seconded</b> by J. Reid that the Board of Directors has assessed the monitoring report on EL-3 Financial Condition &amp; Activities and found that it demonstrated compliance with a reasonable interpretation of the policy.</p>	Motion#11/11/3 carried
<b>9. Monitoring Board Performance</b>	<p><b>9.1 BC-1 Unity of Control</b></p> <p>The monitoring report on BC-1 Unity of Control, completed by F. Richardson, was reviewed.</p>	
	<p><b>9.2 BC-3 Delegation of the CEO</b></p>	

	The monitoring report on BC-3 Delegation of the CEO, completed by J. Reid, was reviewed.	
<b>10. Information Requested by the Board</b>	<p><b>10.1 President &amp; CEO Report</b></p> <p>M. Balcaen reviewed his report as circulated (attached).</p> <p><b>10.2 Chief of Staff Report</b></p> <p>Dr. K. MacDonald reviewed his report as circulated. Those items of a confidential nature were moved to the in-camera portion of the meeting.</p> <p><b>10.3 VP Patient Services Report</b></p> <p>L. Brown reviewed her report as circulated (attached).</p> <p><b>10.4 VP Community Programs Report</b></p> <p>M. Mymryk reviewed her report as circulated (attached).</p> <p><b>10.5 VP Corporate Services Report</b></p> <p>C. Gasparini reviewed her report noting that financial statements to September 30, 2011 indicate a surplus at that date of \$230,089 (report attached).</p>	<p>Information</p> <p>Information</p>
<b>11. Consent Agenda</b>	<b>Moved</b> by J. Reid and <b>seconded</b> by D. Munro that the Consent Agenda be approved.	Motion#11/11/4 carried
<b>12. Adjournment</b>	The meeting was adjourned at 6:40 p.m.	

Chair

President & CEO

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