

LAKE OF THE WOODS DISTRICT HOSPITAL
Regular Meeting of the Board of Directors
Thursday, May 3, 2012, Hospital Boardroom

PRESENT: B. Anderson, M. Balcaen, L. Brown, Dr. R. Diamond (left at 5:45 p.m.), Dr. K. MacDonald, M. Matheson, O. Mejia, D. Monteith, D. Munro, J. Reid, F. Richardson (Chair), C. Gasparini

REGRETS: Dr. J. Beveridge, G. Kakeeway, M. Mymryk

AGENDA ITEMS	DISCUSSION	ACTION
1. Call to Order	F. Richardson, Chair, called the meeting to order at 5:01 p.m. F. Richardson informed board members that he will be attending the Hospital Auxiliary AGM on behalf of the Board on May 14, 2012 at 12:00 noon.	
2. Adoption of Agenda	Moved by J. Reid and seconded by B. Anderson that the regular meeting agenda be approved as amended. Item 6.6 Nominating Cttee Report moved to incamera Item 8.2 EL-8 Policy Review deferred to June meeting Item 9.2 EL-8 Monitoring Report deferred to June meeting Item 10.2 GP-8.4 Monitoring Report deferred to June meeting Item 10.4 GP-3 Discussion moved to incamera	Motion#12/5/1 Carried
3. Adoption of Minutes	Moved by J. Reid and seconded by O. Mejia that the minutes of the regular meeting of the Board of Directors held on April 5, 2012 be approved with a request for clarification by Dr. MacDonald under Item #5 – Education Report from A. Camera: What percentage of the population is under the age of 25 years (the target population)? S. Winter will review the information presented by Ms. Cameron and report findings at the next meeting.	Motion#12/5/2 carried
4. Business Arising	No business arising.	
5. Education	5.1 Laboratory Oversight Dr. K. MacDonald provided a presentation on oversight and quality control in the Laboratory (powerpoint presentation attached).	Information
	5.2 Self-Appraisal for Individual Board Members Collated results from the Self-Appraisal form were circulated to all board members for review. Comments included: <ul style="list-style-type: none"> • The point scale utilized in the tool will be re-evaluated prior to the next circulation of the appraisal form. A suggestion by M. Balcaen to use a seven point scale to allow for a broader range of responses. Dr. MacDonald suggested this latitude in responses is not required. • Results in general are more positive this year than last. • Considering most board members have other time commitments, results relating to participation in community engagement and other public functions are acceptable. • Board member level of participation in policy development is dependent on member tenure and understanding of the policy system. • An exceptionally large volume of information is being provided to board members relating to new legislation, the review of which is very time consuming. 	
6. Committee Reports	6.1 Ownership/Linkages B. Anderson reported:	

	<ul style="list-style-type: none"> On April 11, committee members met with a Wauzhushk Onigum Health Centre representative who shared with participants a number of concerns with the health system in general and some specific to the hospital. M. Balcaen committed to investigating the latter. A meeting with the Northwestern Health Unit is scheduled to take place on May 30, 2012 at 12:00 noon in the Hospital boardroom. Interested board members are welcome to attend. 	Information
	<p>6.2 Governance</p> <p>M. Matheson reported the following:</p> <ul style="list-style-type: none"> Winter activities have centred on the review and revision of policies and scheduling monthly board education. M. Matheson and D. Monteith have been registered to attend the Advanced Certificate in Board Governance session in Dryden on June 4, 2012. Other board members interested in attending are asked to contact S. Winter. The committee's Workplan will be developed using the recent Accreditation document as a basis. Discussion of ways in which to obtain feedback on individual board member performance took place. It was agreed that peer review/feedback is beneficial and that the Governance committee will develop a process to facilitate this for implementation in fall 2012. S. Winter will distribute a committee preference form to members for completion by the end of May so that committees can be determined prior to September. Fall training/orientation is being planned and will include sessions on legal issues, general orientation/refreshers and a facilitation of ends review. 	Information
	<p>6.3 Building a Future</p> <p>M. Balcaen reported:</p> <ul style="list-style-type: none"> There is no news regarding our proposal for a new hospital and we do not anticipate any in the next couple of years. The Ministry of Health has reviewed our proposal for Surgical Services/CSR renovations and has presented alternatives for consideration which would be less costly and will be discussed in a teleconference taking place tomorrow. The LHIN has endorsed this proposal. It was noted that other smaller routine maintenance must also be addressed on an ongoing basis. 	Information
	<p>6.4 Quality</p> <p>F. Richardson reported:</p> <ul style="list-style-type: none"> The committee is finalizing dashboard indicators directed at the Board of Directors A comparative review of our plan to others in the Northwest and elsewhere in the province was presented by K. Dawe. 	Information
	<p>6.5 Governance Accreditation</p> <p>M. Balcaen reported:</p> <ul style="list-style-type: none"> One red flag has been noted relating to the need for independent feedback on board self-appraisal and performance. This was discussed under Item #6.2 Governance Committee Report. 	Information
	<p>6.6 Nominating</p>	

	Moved to In-camera.	Moved to in-camera
	<p>6.7 CEO Evaluation and Compensation</p> <p>F. Richardson informed board members that the following policies had previously been forwarded to this committee by the Governance committee for review and revision.</p> <p>Moved by B. Anderson and seconded by O. Mejia that the Board of Directors approve revisions to policy BC-4 Monitoring CEO Performance as recommended by the CEO Evaluation & Compensation Committee as attached.</p> <p>Moved by J. Reid and seconded by B. Anderson that the Board of Directors approve new policy BC-6 CEO Compensation as recommended by the CEO Evaluation & Compensation Committee with revisions as agreed to at this meeting (attached).</p>	<p>Information</p> <p>Motion#12/5/3 carried</p> <p>Motion#12/5/4 carried</p>
7. Consent Agenda	Moved by B. Anderson and seconded by J. Reid that the Consent Agenda be approved.	Motion#12/5/5 carried
8. Executive Limitations Items	<p>8.1 EL General Executive Constraint - Review</p> <p>After review and discussion of policy EL General Executive Constraint, it was agreed that there was no need to revise the policy at this time.</p>	No change
	<p>8.2 EL-8 Compensation & Benefits - Review</p> <p>Deferred to June meeting.</p>	Deferred
9. Monitoring CEO Performance	<p>9.1 EL General Executive Constraint</p> <p>Moved by O. Mejia and seconded by J. Reid that the Board of Directors has assessed the monitoring report on EL General Executive Constraint and found that it demonstrated compliance with a reasonable interpretation of the policy.</p>	Motion#12/5/6 carried
	<p>9.2 EL-8 Compensation & Benefits</p> <p>Deferred to June meeting.</p>	Deferred
10. Monitoring Board Performance	<p>10.1 GP-8.1 Audit Committee ToR</p> <p>The monitoring report on GP-8.1 Audit Committee Terms of Reference, completed by O. Mejia, was reviewed. In response to a question regarding 1.3, it was noted that an evaluation of board spending is undertaken annually by the Governance committee which is documented in their meeting minutes. This information is available to the auditors on request.</p>	Information
	<p>10.2 GP-8.4 Governance Committee ToR</p> <p>The monitoring report on GP-8.4 Governance Committee Terms of Reference, completed by G. Kakeeway, was deferred to the June meeting.</p>	Deferred to June meeting
	<p>10.3 GP-8.6 Nominating Committee ToR</p> <p>The monitoring report on GP-8.6 Nominating Committee Terms of Reference, completed by D. Munro, was reviewed.</p>	Information
	<p>10.4 GP-3 Board Members' Code of Conduct</p> <p>Moved to in-camera session.</p>	Moved to in-camera
11. Information Requested by	11.1 President & CEO Report	

<p>the Board</p>	<p>M. Balcaen reviewed his report as circulated (attached).</p> <p>11.2 Chief of Staff Report</p> <p>Dr. MacDonald reviewed his report as circulated (attached). Items of a confidential nature were moved to the in-camera session.</p> <p>11.3 VP Patient Services Report</p> <p>L. Brown reviewed her report as circulated (attached). Update: The Workwell re-audit has again been postponed and will take place on May 17, 2012.</p> <p>11.4 VP Community Programs Report</p> <p>M. Mymryk's report was circulated for review (attached).</p> <p>11.5 VP Corporate Services Report</p> <p>C. Gasparini reviewed her report as circulated (attached). As work continues on the year end audit, there were no financial statements available at this meeting. Auditors will be on site May 14th and the final statement will be presented to the Board at their June meeting.</p>	<p>Information</p>
<p>12. Adjournment</p>	<p>The meeting was adjourned at 7:10 p.m.</p>	

Chair

President & CEO

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