 Geraldton District Hospital

Minutes of the

### Regular Board Meeting

Held in the Boardroom, Tuesday, December 4, 2018 at 5:30 p.m.

Present: Mark Wright Dorene Boulanger (T) Jamie McPherson

Voting Willy Anton Chico Tschajka Kathryn Legault

Ralph Humphreys Mandy LaBelle Terry Popowich

Non-Voting Lucy Bonanno Dr. Ryan Zufelt Adam Kolisnyk

Laurie Heerema Sylvie Duranceau Sandra Penner (recorder)

Regrets: Myrna Letourneau

Voting

Regrets: Dr. Roy Laine

Non-Voting

# Board Composition (voting): 8 Elected 2 Appointments Total 10

**Current Vacancies (voting): 1 Elected 0 Appointments Total 1**

**Total Board Members (voting): 10 Present: 8 Attendance: 80%**

|  |  |  |  |
| --- | --- | --- | --- |
| CALL TO ORDER | | | |
| **1.1. Welcome and Chair’s Opening Remarks:**  ● The meeting was called to order at 5:31 p.m., by the Chair, M. Wright.  ● M. Wright read the Treaty Acknowledgement. | |  | |
| 2.0 DECLARATION OF CONFLICTS OF INTEREST | | | |
| ● None Declared | |  | |
| **3.0 ADOPTION OF THE AGENDA** | | | |
| ● M. Wright asked if there were any amendments to the agenda.  **It was moved by J. McPherson and seconded by M. LaBelle that the agenda be approved as presented.**  **CARRIED** | | **RES 81** | |
| |  |  |  | | --- | --- | --- | | **4.0 PRESENTATIONS** |  | | | **4.1 Patient Stories**  ● L. Heerema presented a community story. There was a group in the community who provided a donation because of the outstanding care provided by the hospital. This donation will be used for the comfort bags for the hospice room.  ● L. Bonanno noted a young man from Alberta whose mother had just passed away also made a donation to the hospital.  ● A discussion took place regarding fundraising with the hospital. Most hospitals have a foundation which is a separate arm of the facility which does fundraising at the hospital. A foundation is quite costly to maintain and our community is not in a financially stable position. |  |   **5.0 CORRESPONDENCE** | | | |
| ● None at this time | |  | |
| **6.0 EDUCATION** | | | |
| **6.1 Ministry of Finance – Plan for the People**  ● L. Bonanno indicated no direction has been received from the LHIN at this time.  **6.2 Northwest LHIN Staffing Announcement**  ● L. Bonanno included the new organizational chart for the Board’s information. | |  | |
| **7.0 CONSENT AGENDA** | | | |
| **7.1 Regular Board Meeting Minutes – November 6, 2018:**  ● Accepted as presented.  **7.2 CCS Report:**  ● No report at this meeting.  **7.3 CNE Report:**  ● Accepted as presented.  **It was moved by V. Tschajka and seconded by J. McPherson to accept the Consent Agenda as presented.**  **CARRIED** | | **RES 82** | |
| **8.0 ITEMS LIFTED FROM CONSENT AGENDA** | | | |
| **8.1 No items lifted.**    It was moved by J. McPherson and seconded by W. Anton that the items lifted from the Consent Agenda be approved as presented.  CARRIED | | **RES 83** | |
| **9.0 BUSINESS ARISING FROM MINUTES** | | | |
| **9.1 Checklist of Governance Practices**  **9.1.1 Continuing Education – Policy (Draft)**  ● L. Bonanno presented Policy BOD-GP27.  ● J. McPherson noted he would like to remove section ‘**v**’. He agreed we should have the policy in place.  **It was moved by V. Tschajka and seconded by D. Boulanger to accept the Continuing Education policy as amended.**  **CARRIED**    **9.2 Geraldton District Hospital – By-Law (Revised)**  ● L. Bonanno presented the revised By-Law. The members requested the finalized copy to be brought back to the next meeting. | | **RES 88** | |
| 1. **CAPITAL PLAN / CFO REPORT** | | | |
| **10.1 Finance & Patient Statistics**  ● A. Kolisnyk presented his reports and noted we are back in a positive position.  ● V. Tschajka inquired as to what nontraditional sources were as referred to in the report.  ● A. Kolisnyk advised this is revenue from other sources such as the hydro audit the hospital had conducted. This audit also uncovered gaps that the hospital was not taking into consideration to reduce costs.  ● J. McPherson requested that the operating surplus be named as total margin to match the QI reports.  ● A discussion was held regarding the operating surplus.  ● A. Kolisnyk inquired if the members agreed with reporting the acid test ratio as opposed to the current ratio? He noted the LHIN is still using the current ratio.  ● Members indicated they would like to see both in the report. | |  | |
| |  |  |  | | --- | --- | --- | | **11.0 NEW BUSINESS** | | | | **11.1 Incident Reports (RL6) October 2018**  ● The report was presented and no major issues require review at this time.  ● Members questioned the Acute Care Employee incident and the Hospital Wide Safety/Security issues.  ● M. Wright noted if it is not a critical incident it is not a concern for the board.  ● T. Popowich noted the falls are greatly decreased and L. Heerema noted that changing staff schedules to have staff in earlier has helped the decrease.  **11.2 Annual Report**  ● M. Wright noted an annual report is a board report to the community and would the members feel this is something that should be done. It would contain milestones, high level financials and challenges. This is not the annual report to the LHIN.  ● L. Bonanno noted this was previously done post AGM via an article in the Times Star.  ● T. Popowich noted he is in favour of this as the community does not get a lot of information.  ● M. Wright noted this needs to be done in a professional manner. He noted while we need to be conscious of costs it should be done externally.  ● J. McPherson noted that the Health Unit in Thunder Bay had a few printed and sent them electronically.  ● Different distribution methods were discussed and it was noted to send it by mail.  ● A show of hands indicated they are in favour of pursuing the annual report.  ● M. Wright inquired if there is anything the members would like to include.  ● J. McPherson noted PFCC  ● T. Popowich noted keep it simple without a lot of wording.  **11.3 Strategic Plan Review**  ● L. Bonanno presented the quarterly update.  ● J. McPherson noted there are no deliverables until 2020 however this is only a year away and to review with staff to see if there are any concerns.  ● V. Tschajka noted he did not realize we have volunteers visiting homes. L. Heerema noted this is a new service. T. Popowich noted this would be a good item for the annual report.  ● W. Anton inquired if training is needed prior to going into someone’s home for example someone claims that the volunteer is accused of theft etc. L. Heerema noted this program is by word of mouth within the community and it is not a formalized program. | |  |   **12.0 LINKAGES & PARTNERSHIPS** | | | |
| **12.1 QIC Meeting Minutes and Score Card**  ● The next QIC meeting is scheduled for December 20, 2018.    **12.2 Geraldton Hospital Auxiliary Report**  ● M. Letourneau’s report was presented in the meeting package.  It was moved by V. Tschajka and seconded by W. Anton that the Linkage and Partnership reports be accepted as presented.  CARRIED | **RES 84** | | |
| **13.0 CEO REPORT:** | | | |
| ● L. Bonanno presented her report and provided a brief overview.  ● T. Popowich noted another rural hospital has 8 full time physicians. A. Kolisnyk noted they started with a physician recruiter and offer very flexible schedules however S. Duranceau noted the flexible schedule is not sustainable over a long period of time.  ● M. Wright noted for the award presentation there should be a board presence. He is unable to attend so he requested D. Boulanger check her calendar.  **It was moved by M. LaBelle and seconded by V. Tschajka that the report from the CEO be approved as presented.**  CARRIED | **RES 85** | | |
| |  |  | | --- | --- | | **14.0 DECISION OF BOARD:** | | | **14.1 Physician Privileges**  ● The list of Physician Privileges requests from the MAC meeting was presented to the Board for review.  **It was moved by R. Humphreys and seconded by M. LaBelle that the list of Physician Privileges be approved as presented.**  CARRIED | **RES 86** | | |  |  | | --- | --- | | **15.0 ROUND TABLE DISCUSSION** | | | ● M. Wright noted as we reach the end of the year, he would like to thank everyone for their time and dedication and looks forward to seeing everyone in the new year. |  | | | | |  |  | | --- | --- | | **16.0 MONTHLY MEETING EVALUATION** | | | ● The Evaluation forms were distributed to the members for completion. |  | | | | | | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  | | --- | --- | | **17.0 IN CAMERA MEETING** | | | ● In Camera Session held on December 4, 2018 was called to order at 6:38 pm moved by V. Tschajka and seconded by K. Legault. | RES 89 | | **18.0 TERMINATION OF IN CAMERA MEETING** | | | ● In Camera Session held on December 4, 2018 was terminated at 6:48 moved by D. Boulanger and seconded by R. Humphreys. | RES 90 | | **19.0 MEETING WITH MANAGEMENT (CEO ONLY)** | | | ● Nothing to report at this time. |  | | **20.0 MEETING WITHOUT MANAGEMENT** | | | ● Nothing to report at this time |  |   **21.0 TERMINATION OF REGULAR BOARD MEETING** | | | **It was moved by R. Humphreys and seconded by T. Popowich that the Board of Directors Meeting be adjourned at 7:04 p.m.**  **CARRIED** | **RES 87** | | | | |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Board Chair Signature