 Geraldton District Hospital

Minutes of the

**Regular Board Meeting**

Held in the Boardroom at the Geraldton District Hospital, Tuesday, January 14, 2020 at 5:30 pm

Present: Dorene Boulanger Mark Wright Victor Tschajka

Voting Jamie McPherson Ralph Humphreys Willy Anton Terry Popowich Kathryn Legault Cheryl Checkley

Sanna Humphreys

Non-Voting Lucy Bonanno Dr. Ryan Zufelt Dr. Roy Laine Brigitte Ouellet Ian McPherson Laurie Heerema

Jena Goulet (recorder)

Regrets:

Voting

Non-Voting

Guests: Scott Potts (T) A. Tjong (T)

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

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

**Total Board Members (voting): 10 Present: 10 Attendance: 100%**

**1.0 CALL TO ORDER**

**1.1 Welcome and Chair’s Opening Remarks:**

● The meeting was called to order at 5:51 pm, by the Chair, D. Boulanger.

● D. Boulanger read the Treaty Acknowledgement.

**2.0 DECLARATION OF CONFLICTS OF INTEREST**

● J. McPherson declared a conflict for Item 10.0 Capital Plan/CFO Report.

**3.0 ADOPTION OF THE AGENDA**

● D. Boulanger asked if there were any amendments to the agenda.

● Item 7.1 Regular Board Minutes, move from Consent Agenda to Item 8.1 Lifted from Consent Agenda,

● Item 7.2.1 MAC Meeting Minutes – November 29th, 2019, move from Consent Agenda to Item 8.2 Lifted from Consent Agenda,

● Add under New Business, Item 11.4 Exit Interviews,

● Add under New Business, Item 11.5 Anishnabe Committee.

**It was moved by J. McPherson and seconded by K. Legault that the agenda be approved as amended.**

**CARRIED.**

**RES 4**

**4.0 PRESENTATIONS**

**4.1 Wealth Management Report 2019**

● A. Tjong presented the Wealth Management Report for 2019 to the Board members.

● L. Bonanno to speak with A. Tjong to determine plans for the excess equity in the portfolio.

**4.2 ER Projects Update**

● S. Potts presented the Emergency Department Project updates to the Board members.

**5.0 CORRESPONDENCE**

**5.1 Patient Story**

● L. Bonanno summarized the story for the Board members.

**6.0 EDUCATION**

**6.1 Guide to Good Governance – Chapter 9, pages 245-260**

● D. Boulanger asked if there were any questions or concerns regarding the assigned reading.

● The reading was discussed.

● Peer Assessments are scheduled to take place at the March Board of Directors meeting.

● Chapter 10, pages 261-271 were assigned for the next Board meeting.

**7.0 CONSENT AGENDA**

**7.1 Regular Board Meeting Minutes – December 3rd, 2019**

**7.1.1 Standard Format**

● Lifted from Consent Agenda.

**7.1.2 New Format**

● Lifted from Consent Agenda.

**7.2 Medical Advisory Committee Meeting Minutes**

**7.2.1 November 28th, 2019**

● Lifted from Consent Agenda.

**7.2.2 December 16th, 2019**

**7.3 CCS Report**

**7.4 CNE Report**

**7.5 COS Report**

**It was moved by K. Legault and seconded S. Humphreys to accept the Consent Agenda as amended.**

**CARRIED.**

**RES 5**

**8.0 ITEMS LIFTED FROM CONSENT AGENDA**

**8.1 Regular Board Minutes – December 3rd, 2019 – Standard vs. New Formats**

● Both formats presented to the Board were discussed.

● It was decided by the Board that the New Format will be applied.

**8.2 Medical Advisory Committee Meeting Minutes – November 28th, 2019**

● The CCS Report and the possible memorandum between GDH and Hearst from the MAC meeting were discussed.

**It was moved by J. McPherson and seconded by K. Legault to accept the Items Lifted from Consent Agenda as presented.**

**CARRIED.**

**RES 6**

**9.0 BUSINESS ARISING FROM MINUTES**

**9.1 Board Retreat in Hearst**

● Discussion occurred.

**9.2 Temporary Parking at the Geraldton Composite High School**

● Discussion occurred.

● L. Bonanno to approach the Composite High School about the temporary parking to inquire if a decision has been made.

**9.3 GDH Joining an OHT Hub**

● Discussion occurred.

● L. Bonanno to provide more information at the next Board meeting.

***J. McPherson stepped out of the meeting due to a conflict of interest at 6:41 pm.***

**10.0 CAPITAL PLAN / CFO REPORT**

**10.1 HAPS 2020-2021**

● I. McPherson presented the First Draft of the HAPS 2020/2021.

● The reports were discussed.

● The Board would like the Draft of the HAPS 2020/2021 to be redone with more documentation and specifics provided at the February Board meeting.

**It was moved by V. Tschajka and seconded by S. Humphreys that the FY2021 HAPS Annual Planning Budget Submission be approved as deferred.**

**CARRIED.**

**RES 7**

***J. McPherson returned to the meeting at 7:02 pm.***

**11.0 NEW BUSINESS**

**11.1 Incident Reports (RL6) – September, October, November 2019**

● Report was received.

**11.2 Executive Limitation Policies (BOD-EXL 1-16) Review**

● The policies were reviewed and discussed.

● J. Goulet to make the necessary revisions to Policy BOD-EXL-16: CEO Expense Reporting and Approval, as stated by D. Boulanger.

**11.3 Strategic Plan Review Q3**

● The report was received and discussed.

**11.4 Exit Interviews**

● Discussion occurred about having a policy in place in regards to exit interviews for the Board of Directors.

● L. Bonanno to work with J. Goulet and L. Roy to create a policy and present it for approval at the February Board meeting.

***L. Heerema stepped out of the meeting at 7:35 pm.***

**11.5 Anishnabe Committee**

● Discussion occurred in regards to committee meetings.

● Meeting to be scheduled in the near future.

**12.0 LINKAGES & PARTNERSHIPS**

**12.1 QIC Terms of Reference – PFA Voting Privileges**

● Report was received.

**12.2 QIC Meeting Minutes – December 12th, 2019**

● Report was received.

***L. Heerema returned to the meeting at 7: 39 pm.***

**12.3 HCAC Meeting Minutes – December 11th, 2019**

● Report was received and discussed.

**12.4 ER Project Report – December 2019**

● Report was received.

**12.4.1 ER Project Ad Hoc Committee Meeting Minutes – December 17th,**

**2019**

● Report was received.

**12.5 Geraldton District Hospital Auxiliary Report**

● S. Humphreys stated that the AGM meeting for the GDH Auxiliary will be taking place Tuesday, January 21st, 2020 at 7:00 pm.

**It was moved by J. McPherson and seconded by K. Legault that the Linkages & Partnerships reports be accepted as presented.**

**CARRIED.**

**RES 8**

**13.0 CEO REPORT**

● L. Bonanno presented her report to the Board.

**13.1 Superior North Emergency Medical Services Strategic Plan**

● Report was received.

**It was moved by W. Anton and seconded by T. Popowich that the report from the CEO be approved as presented.**

**CARRIED.**

**RES 9**

**14.0 DECISION OF THE BOARD**

● The list of Physician Privileges requests from the MAC meeting was presented to the Board for review.

**It was moved by V. Tschajka and seconded by M. Wright that the list of Physician Privileges be approved as presented.**

**CARRIED.**

**RES 10**

**15.0 ROUND TABLE DISCUSSION**

● Discussion occurred.

**16.0 MONTHLY MEETING EVALUATION**

● The Monthly Evaluation Form was provided to the members. They were filled out and handed back to J. Goulet.

**17.0 IN CAMERA MEETING**

● In Camera Session held on January 14, 2020 was called to order at 5:28 pm.

**18.0 TERMINATION OF IN CAMERA MEETING**

● In Camera Session held on January 14, 2020 was terminated at 5:50 pm.

**19.0 MEETING WITH MANAGEMENT (CEO ONLY)**

**20.0 MEETING WITHOUT MANAGEMENT**

**21.0 TERMINATION OF REGULAR BOARD MEETING**

**It was moved by M. Wright and seconded by W. Anton that the Board of Directors Meeting be adjourned at 7:48 pm.**

**CARRIED.**

**RES 11**

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Board Chair Signature