



**Regular Board Meeting
December 3, 2019**

<u>PRESENT</u>	K. Pristanski, Chair	*E. Wawia, Director	E. Rutherford, Director
	N. Gladun, Vice Chair	J. Foulds, Director	C. Covino, CNE/COO
	D. Murray, President & CEO	G. Mackenzie, Director	L. Haskell, CFO
	S. Jean, Executive Director	Dr. R. Dhaliwal, COS	T. Barr, Recorder
	FHT/Community Services		

* via teleconference

<u>REGRETS</u>	R. Beatty, Director	Dr. D. Scott, FHT Lead	Dr. R. Foulds, President, Medical Staff
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EDUCATION

Cyber Threat Review

K. Pristanski reviewed, Grant Thornton’s audit results for the year ending March 31, 2019 identified cyber security as a reputational risk and financial liability. Appendices G and H from the Communication of Audit results was provided to the Directors for review. Additionally, the Hospital’s Enterprise Risk Management Program has also identified cyber security as an organizational risk.

B. Doig, President of Northern Computers provided a presentation on the security measures in place at NDMH.

Framework for Good Governance

The Guide to Good Governance provides a comprehensive overview of the key components of good governance practices for hospital boards and directors.

This season’s education plan includes a chapter by chapter education session on good governance practices utilizing the Guide to Good Governance 3rd Edition.

Chapter #1 - Framework for Good Governance was provided by C. Covino.

1.0 CALL TO ORDER

K. Pristanski called the meeting to order 6:00 at pm.

K. Pristanski introduced the Ethical Decision Making Framework provided to each Director for reference. This laminated document will be available at each board meeting going forward as well as being part of the agenda. (See Item 6.9)

2.0 PATIENT STORY

C. Covino shared a story about a patient who was redirected to Health Records for registration

without being triaged. The Health Records staff registered the patient and returned the patient to the ER department in a wheelchair noting that the patient was not well enough to return on their own.

3.0

3.1 QUORUM

2/5 of voting members. Achieved.

3.2 CONFLICT OF INTEREST

There were no declarations of conflict of interest.

3.3 APPROVAL OF AGENDA

E. Rutherford requested an addition to the agenda on the Senior Dental Services outreach Program administered by the Thunder Bay District Health Unit. This shall be added to Business Matters, Item 6.11

MOTION #1

Moved by - J. Foulds

Seconded by - N. Gladun

"That the agenda be accepted as amended." Carried.

4.0 MEETING MINUTES

4.1 Board

The minutes of the October 16, 2019 Board meeting were reviewed.

MOTION #2

Moved by - E. Rutherford

Seconded by - E. Wawia

"That the Board meeting minutes of October 16, 2019 be accepted as presented." Carried.

4.2 Quality Committee

The minutes of the October 16, 2019 Quality Committee meeting were reviewed.

MOTION #3

Moved by - G. Mackenzie

Seconded by - J. Foulds

"That the Quality Committee meeting minutes of October 16, 2019 be accepted as

4.3 Medical Advisory Committee (MAC)

The minutes of the November 20, 2019 MAC meeting were reviewed.

MOTION #4

Moved by - N. Gladun

Seconded by - E. Rutherford

"That the Medical Advisory Committee meeting minutes of November 20, 2019 be accepted as presented." Carried.

5.0 REPORTS AND DISCUSSIONS

5.1 Senior Management Report

C. Covino provided a report to the Board on the following:

- EMS Meeting
- TBDHU Inspection of Hair Salon
- LTC Beds Application
- Radiation Safety Officer
- Donation of Furniture from Township of Nipigon
- Hike for Health Donation
- Value for Money Audit
- LTC Christmas Donation

MOTION #5

Moved by - J. Foulds

Seconded by - N. Gladun

"That the Senior Management report of December 2019 be accepted as presented." Carried.

5.2 Nipigon District Family Health Team Executive Director Report

S. Jean provided a report to the Board on the following:

- Addictions Program Care Coordinator
- Community Flu Clinics
- Seasonal Wellness Workshops
- Harm Reduction Conference

MOTION #6

Moved by - G. Mackenzie

Seconded by - N. Gladun

"That the NDFHT Executive Director report of December 2019 be accepted as presented."
Carried.

5.3 Nipigon District Family Health Team Executive Director Report, October 2019

S. Jean provided a report to the Board on the following:

- Active Living Program
- Metabolic Program
- FHT Executive Directors' Meeting
- Addictions Program Care Coordinator (new position)
- RAAM (Rapid Access Addiction Medicine) collaboration efforts
- Urgent Care Patient Flow

MOTION #7

Moved by - E. Rutherford

Seconded by - R. Beatty

“That the NDFHT Executive Director report of October 2019 be accepted as presented.” Carried.

6.0 BUSINESS MATTERS

6.1 2020 CEO Plan

D. Murray provided a report to the Board on the following:

- Service Master Plan and Facility Master Plan
- Assisted Living and Long Term Care Application
- Ontario Health Team Development and Partnerships
- Transportation
- Information Technology and Information Management
- Future Role of Small Hospitals
- Strategic Alliance Agreement with Thunder Bay Regional / Shared Services Agreement with Nipigon District Family Health Team and Integration

Discussion followed.

6.2 2023 Strategic Plan

C. Covino provided a presentation on the final recommendations for the 2023 Strategic Plan for approval by the Board.

MOTION #8

Moved by - G. Mackenzie

Seconded by - E. Rutherford

“That Nipigon District Memorial Hospital adopt the 2023 Strategic Plan, including the Vision, Mission, Values and Philosophy of the Hospital, the Vision, Mission and Philosophy of Care for the Long Term Care Home and the Strategic Directions, Goals and success criteria as recommended.” Carried.

D. Murray recognized C. Covino’s efforts and achievement of the 2023 Strategic Plan in the current challenging health care environment.

6.3 Patient Declaration of Values

C. Covino presented the final recommendations for the document. They include:

PERSONS ACTING ON YOUR BEHALF

You have the RIGHT to ...

- (addition) Reclaim your autonomy once able

ACCESSIBILITY

You have the RIGHT to ...

- (wording change) Ensure that a ~~disabled person~~ *person with a disability* is permitted to

MOTION #9

Moved by - N. Gladun

Seconded by - G. Mackenzie

"That the Patient Declaration of Values be accepted as presented." Carried.

Thank you to M. Harvey, Physiotherapist for her recommendations.

6.4 Hospital Branding Refresh

C. Covino explained her recommendations for the refresh of the Hospital's current branding.

MOTION #10

Moved by - N. Gladun

Seconded by - G. Mackenzie

"That the development of a new brand for Nipigon District Memorial Hospital be accepted as recommended." Carried.

6.5 Patient Safety Culture Survey Results

6.6 Enterprise Risk Management

C. Covino provided a new heat map identifying areas of focus for 2020.

6.7 Fire Safety Plan

K. Pristanski presented the updated Fire Safety Plan. General discussion identified the amendments/additions made to the document.

6.8 OHS 01, Health & Safety Statement

The Health & Safety Statement is included in the Board's annual work plan. The recommended statement reflects the requirements of the Occupational Health & Safety Act, the Ministry of Labour's Health & Safety At Work Prevention Program, and the best practices of the WSIB Workwell Audit Tool.

MOTION #11

Moved by - N. Gladun

Seconded by - G. Mackenzie

"That OHS 01, Health & Safety Statement be accepted as presented." Carried.

6.9 ADM 30, Ethics

C. Covino discussed Appendix A, Ethical Decision Making Framework revised in November 2019.

6.10 Retiring Employee Recognition

K. Pristanski discussed the recommendation for change.

MOTION #12

Moved by - G. Mackenzie

Seconded by - N. Gladun

"That PER 12, Retiring Employee recognition be amended as recommended." Carried.

6.11 Senior Dental Services Outreach Program

E. Rutherford expressed interest in the program for our senior population. Discussion took place as to whether or not this was a program that could be supported through the Family Health Team by mentioning it on their Face Book Page.

7.0 FOR INFORMATION

7.1 Northern Ontario Interim Regional Lead

D. Murray shared that Dr. Rhonda Crocker Ellacott has been appointed by the provincial government as regional interim lead for Northern Ontario and CEO of North East and North West LHINs.

7.2 Meeting Effectiveness Results, October 2019

100% Director satisfaction achieved.

7.3 Meeting Attendance Summary 2018/19

At the request of the Chair, the annual attendance summary was revised to include only those voting members. A copy of the amended attendance summary was provided.

- J. Foulds excused himself from the meeting at 6:40 pm
- Dr. R. Dhaliwal excused himself from the meeting at 6:55 pm

IN CAMERA

MOTION #

Moved by - E. Rutherford

Seconded by - N. Gladun

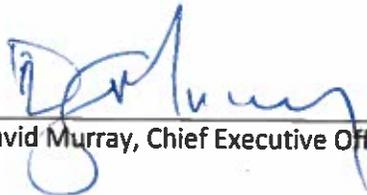
"That the Board of Directors moves to In Camera at 7:28 pm." Carried.

8.0 DATE OF NEXT MEETING - January 27, 2020 @ 5:30 pm

**9.0 ADJOURNED -
MEETING EVALUATIONS PROVIDED**



Kal Pristanski, Board Chair



David Murray, Chief Executive Officer