

Nipigon District Memorial Hospital  
Regular Board Meeting

**Monday, February 29, 2016**

**PRESENT** K. Pristanski (Chair), E. Rutherford (Vice Chair), M. Kusick, J. Pothof, E. Hill,  
Dr. Rhonda Crocker Ellacott\*, R. McEwen\* (Nurse Manager),  
Dr. Ravinder Dhaliwal\* Judy Jean (Recorder)

**OTHER** Dan Hill (CFO)

**PRESENTATION**

C. Shwetz, Executive Director of the Nipigon District Family Health Team provided a presentation to the Board on their achievements, current programs and future goals.

**1.0 CALL TO ORDER**

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

**2.0 PATIENT STORY**

J. Jean shared a patient story. Discussion followed.

**3.0**

**3.1 QUORUM**

Achieved.

**3.2 CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**3.3 APPROVAL OF AGENDA**

Moved by: E. Rutherford

Seconded by: J. Pothof

*"That the Agenda be approved as circulated."*

**3.4 CHAIR REMARKS**

None.

**4.0 PRESENTATION - QUALITY IMPROVEMENT PLAN (QIP)**

Dr. R. Crocker Ellacott provided a presentation highlighted the requirements of a Quality Improvement Plan, our targets and improvements to date, and suggested indicators for consideration for 2016/17.

Dr. R. Crocker Ellacott requested direction as to whether the Board would like to see six indicators in each of the dimensions suggested by Health Quality Ontario or a variation for 2016/17. The Board has directed Dr. R. Crocker Ellacott to exercise her expertise in

selecting indicators recognizing the input of staff, clinicians, patients/families, community and the needs most important to Nipigon District Memorial Hospital.

Dr. R. Crocker Ellacott discussed the plan to engage patients, staff, physicians and patient family advisors as significant to the development of the Quality Improvement Plan.

The final QIP will be brought to the Board for approval at the March 28, 2016 meeting.

## **5.0 CONSENT AGENDA**

Moved by: E. Rutherford

Seconded by: M. Kusick

*"That the Board of Directors approves the Consent Agenda as circulated."*

## **6.0 REPORTS AND DISCUSSIONS**

### **6.1 Report from President and CEO**

Dr. Crocker Ellacott, President and CEO reported on the following:

- Fire Safety Achievements
- Workplace Pulse Survey – Staff Engagement
- HAPS / HIP
- Early Adopters of Innovation in Integrated Health Care
- QIP
- Business Intelligence (BI) Tool
- Registered Nurses Association of Ontario (RNAO) Best Practice Spotlight Organization Program Proposal

General discussion took place.

Moved by: E. Hill

Seconded by: E. Rutherford

*"That the President and CEO report of February 2016 be accepted as presented."*

### **6.2 Chief of Staff**

The physician group has been successful in recruiting locum staff.

### **6.3 Board Director Recruitment Update**

E. Rutherford has not heard back from the potential candidate.

### **6.4 Board Application**

The application of the new applicant was reviewed.

Moved by: J. Pothof

Seconded by: E. Rutherford

*"That the Board of Directors, after review of the application of Edward Wawia, approves Mr. Wawia for a one year term of appointment."*

## **7.0 BUSINESS MATTERS**

### **7.1 Quality Improvement, Q3**

- Acute Care Q3 and Year to Date
- Long Term Care Q3 and Year to Date

Reviewed and discussed. Areas of improvement were identified. As per the presentation in Item 4.0, realistic targets and appropriate baseline for these targets will be identified prior to the March Board meeting. A new recording tool will be considered.

In 2016/17, Acute Care and Long Term Care requirements will be included in one Quality Improvement Plan.

### **7.2 Finance, Q3**

#### **Statement of Financial Position**

D. Hill reviewed. No comments.

#### **Departmental Summary**

D. Hill reviewed. No comments.

#### **Summary of Operations**

D. Hill reviewed. No comments.

#### **Statistical Activity Summary**

D. Hill reviewed. No comments.

### **7.3 2016/17 Hospital Annual Planning Submission (HAPS)**

Reviewed by D. Hill. Discussion followed.

Moved by: J. Pothof

Seconded by: M. Kusick

*"That the Board of Directors approves the submission of a deficit budget projection of \$70,000, as presented."*

### **7.4 Recommendations for Smoking on Hospital Property**

D. Hill reviewed the requirements of the Smoke Free Ontario Act and recommendations. The Board supports the recommendations identified.

## **8.0 FOR INFORMATION**

**8.1 Governance Centre of Excellence**

- Essentials Certificate in Hospital Governance for New Directors
- Effective Hospital-Physician Relations Workshop for Boards

**8.2 Fire Safety Plans**

Reviewed/revise February 23, 2016 provided to Board Chair.

**8.3 Parking Memo**

Hospital staff, clinic staff and tenants are directed to park in staff parking.

**8.4 Freedom of Information and Protection Act, Delegation of Authority**

As per Privacy Officer, signed by Board Chair.

**8.5 TBRHSC Media Release, First Locally Produced Isotopes**

**8.6 OHA Hospitals Receive Funding Increase in 2016 Ontario Budget, February 25, 2016**

**9.0 BOARD MEMBER COMMENTS**

None.

**10.0 DATE OF NEXT MEETING**

Monday, March 28, 2016 @ 5:30 pm

**11.0 IN CAMERA**

Moved by: J. Pothof

Seconded by: E. Hill

*"That the Board of Directors moves to in camera at 7:10 pm."*

**12.0 ADJOURNED**

7:45 PM