

Nipigon District Memorial Hospital  
Regular Board Meeting

**Monday, June 13, 2016**

**PRESENT** K. Pristanski (Chair), E. Rutherford (Vice Chair), M. Kusick, J. Pothof, E. Hill, E. Wawia, Dr. R. Dhaliwal\* (COS) Dr. R. Crocker Ellacott\*, D. Allen\* (CNO), D. Hill (CFO), T. Barr (Recorder)

**PRESENTATION**

D. Hill provided a presentation on the Smoke Free Ontario Act + Nipigon Hospital. This new change in legislation went into effect January 1, 2016.

**1.0 CALL TO ORDER**

K. Pristanski called the meeting to order at 5:30 pm.

**2.0 PATIENT STORY** - A video was shared from the Cleveland Clinic titled "Patients - Afraid and Vulnerable"

**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: J. Pothof

Seconded by: E. Rutherford

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

**3.4 CHAIR REMARKS**

K. Pristanski stated that he attended the Nursing Week Celebrations Tea and also a Retirement Party for S. Powell, Nurse Practitioner.

K. Pristanski shared two expressions of thanks with the Board.

**4.0 CONSENT AGENDA**

Moved by: E. Hill

Seconded by: M. Kusick

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

## **5.0 REPORTS AND DISCUSSIONS**

### **5.1 Report from President and CEO**

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

- Patient/Resident Family Centred Care
- Assisted Living Program
- IT Survey and Technology requirements
- Medical Assistance in Dying
- Human Resources Services from TBRHSC

General discussion took place.

Moved by: E. Wawia

Seconded by: J. Pothof

*"That the President and CEO report of May/June 2016 be accepted as presented."*  
Carried.

### **5.2 Chief of Staff**

Dr. Dhaliwal reports that the clinic is currently working at a full staff capacity.

## **6.0 BUSINESS MATTERS**

### **6.1 Credentialing**

Moved by: E. Hill

Seconded by: J. Pothof

*"That the Board of Directors approves the appointment of Dr. Greg Carfagnini to the Locum Staff for the remainder of 2016."* Carried.

Moved by: M. Kusick

Seconded by: J. Pothof

*"That the Board of Directors approves the appointment of the following Regional Staff for the remainder of 2016."*

- Dr. Russel Clark
- Dr. Sunil Gulavita
- Dr. Wendy Lui
- Dr. Mary MacDonald
- Dr. Walid Shahrour
- Megan Seargeant, Midwife
- Tannice Fletcher-Stackhouse, Nurse Practitioner

Moved by: E. Hill

Seconded by: E. Rutherford

*"That the Board of Directors approves the appointment of Dr. Derval Clarke, Dentist, to the Courtesy Staff for the remainder of 2016." Carried.*

## **6.2 Draft By-Law Changes**

Article 12.1 - The Board shall meet a minimum of ~~nine~~ eight times per year. The Secretary of the Board shall give at least 48 hours notice of each meeting to the Directors. Directors, if unable to attend a scheduled meeting, are requested to provide regrets 48 hours prior to the meeting in order to ensure that a quorum will be present.

Article 12.2 - There shall be at least ~~9~~8 regular meetings per year.

Moved by: E. Rutherford

Seconded by: E. Wawia

*"That the Board of Directors approves the DRAFT By Law changes." Carried.*

## **6.3 DRAFT Communication of Audit Results**

Frank Lopez, CPA, CA from Grant Thornton joined the meeting via telephone. The "Report to the Operations and Audit Committee - Communication of Audit Results" was reviewed with the Board of Directors. Discussion followed.

## **6.4 Q4 Finance Reporting**

- Disbursements for Jan/Feb/Mar 2016 were presented and reviewed.
- Financial Performance and Variance Analysis was presented and reviewed.

## **6.5 Broader Public Sector Accountability (BPSA) Attestation**

Moved by: E. Wawia

Seconded by: E. Rutherford

*"That the Broader Public Sector Accountability Attestation prepared in accordance with Section 15 of the Act, 2010 be approved as presented." Carried.*

## **6.6 Multi-Sector Accountability Agreement (M-SAA) Declaration of Compliance**

Moved by: J. Pothof

Seconded by: M. Kusick

*"That the Declaration of Compliance for the period October 1, 2015 to March 31, 2016 issued pursuant to the M-SAA effective April 1, 2014 which outlines the Hospital's compliance be approved as presented." Carried.*

## **6.7 Hospital Service Accountability Agreement (H-SAA) Declaration of Compliance**

Moved by: E. Hill

Seconded by: E. Wawia

*"That the Declaration of Compliance issued pursuant to the Hospital Service*

*Accountability Agreement for the period April 1, 2015 to March 31, 2016 be accepted as presented.” Carried.*

**6.8 Smoke Free Ontario Act**

Moved by: E. Wawia

Seconded by: J. Pothof

*“That document Smoke Free Property, ADM 15 be accepted as presented.” Carried.*

**6.9 Q4 Reporting, Quality Improvement Plan Progress**

Reviewed by D. Allen

**6.10 Patient/Resident Family Advisory Committee**

D. Allen reviewed the Terms of Reference. She stated new surveys have been developed and have been sent out to LTC residents, POAs and family members.

**6.11 Patient Relations Process Policy**

Moved by: E. Rutherford

Seconded by: M. Kusick

*“That document Patient Relations Process, ADM 05 be accepted as presented.” Carried*

**6.12 Patient Declaration of Values**

D. Allen reviewed the current Patient Declaration of Values. The document will be provided to the Patient/Resident Family Advisory Committee for suggestion, then returned to the Board at the September meeting for approval.

**6.13 Board of Directors Annual Evaluation**

Completed by Directors.

**7.0 FOR INFORMATION**

- NW LHIN Governance to Governance Session, Wednesday June 15th, at 5:00 pm  
Hospital Board Room
- Excellent Care for All Act Updates - Performance Based Compensation and Quality Improvement Plan
- Patients First Legislation
- Medical Assistance In Dying

**8.0 IN CAMERA**

Moved by: E. Hill

Seconded by: E. Rutherford

*“That the Board of Directors moves to In Camera at 7:35 pm.”*

**10.0 DATE OF NEXT MEETING**

Monday, September 26, 2016

**11.0 ADJOURNED - 8:00 pm.**



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K. Pristanski, Board Chair



Dr. R. Crocker Ellacott, Secretary