



**Regular Board Meeting  
March 25, 2019**

<b><u>PRESENT</u></b>	K. Pristanski, Chair R. Beatty, Director C. Covino, CNE/COO L. Haskell, CFO	E. Rutherford G. Mackenzie, Director S. Jean Director, FHT/Community Services	J. Foulds, Director Dr. R. Dhaliwal, COS D. Murray, President & CEO J. Jean, Recorder
<b><u>REGRETS</u></b>	N. Gladun, Vice chair E. Wawia, Director	Dr. Doug Scott, FHT Lead	Dr. Robert Foulds, President, Medical Staff

---

**EDUCATION**

**NDFHT Quality Improvement Plan, 2019/20**

J. Stansell, provided a presentation on the 2019/20 Quality Improvement Plan for the Family Health Team. General discussion took place throughout the presentation.

The presentation included:

- A review of 2018/19 priorities and year end actual results
- The development of the 2019/20 quality improvement plan

**Changing Ontario's Health Care Landscape**

D. Murray provided a presentation on plans for identification of successes in the current health care climate and plans for improving the overall health system.

**1.0 CALL TO ORDER**

K. Pristanski called the meeting to order at 6:40 pm.

**2.0 PATIENT STORY**

C. Covino provided a patient story about a palliative care patient 's use of the Hospice bed and the criteria around admission to the Hospice room.

**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**

Additions to the agenda included:

- 7.3 NDMH Board Skills Inventory
- 7.4 NDFHT Board Skills Inventory

**MOTION #1**

Moved by – J. Foulds

Seconded by – E. Rutherford

*“That the agenda be accepted as amended.”* Carried.

**3.4 CHAIR’S REMARKS**

None.

**4.0 MEETING MINUTES**

**4.1 Board**

The meeting minutes of the February 20, 2019 Board were reviewed.

**MOTION #2**

Moved by – G. Mackenzie

Seconded by – R. Beatty

*“That the Board meeting minutes of February 20, 2019 be accepted as presented.”* Carried.

**4.2 Quality Committee**

The meeting minutes of the February 26, 2019 Quality Committee were reviewed.

**MOTION #3**

Moved by – J. Foulds

Seconded by – E. Rutherford

*“That the Quality Committee meeting minutes of February 26, 2019 be accepted as presented.”*  
Carried.

**4.3 Medical Advisory Committee (MAC)**

The meeting minutes of the March 13, 2019 MAC meeting were reviewed.

**MOTION #4**

Moved by – G. Mackenzie

Seconded by – R. Beatty

*“That the Medical Advisory Committee meeting minutes of March 13, 2019 be accepted as presented.”* Carried.

**5.0 REPORTS AND DISCUSSIONS**

**5.1 CEO Report**

C. Covino reviewed the CEO report to the Board:

- Lab Accreditation

- Palliative Care Members Request for Ventilation System
- Annual Comprehensive Fire Drill
- HIRF Update
- Salary Disclosure
- Investment Renewal
- H-SAA 2019/20
- Deferred Funding Approval for Beardmore Regional Health Centre
- RNAO Best Practice Update
- Audit
- Board Members for Thunder Bay Regional Health Sciences Centre
- Critical Incident Reports

**MOTION #5**

Moved by - E. Rutherford

Seconded by - R. Beatty

*“That the President and CEO report of March 2019 be accepted as presented.” Carried.*

**5.2**

**Nipigon District Family Health Team Director Report**

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

- Program Planning
- Wound Care Program
- Urgent Care
- Metabolic Program
- HARMS Program
- Cancer Screening
- Workplace Wellness

**MOTION #6**

Moved by - J. Foulds

Seconded by - G. Mackenzie

*“That the Nipigon District Family Health Team Director’s report of March 2019 be accepted as presented.” Carried.*

**5.3**

**COS Report**

No report.

**6.0**

**BUSINESS MATTERS**

**6.1**

**OHS 01, Health & Safety Policy**

K. Pristanski explained that the Health and Safety Committee has undertaken a refresh of their program. This document previously reviewed and approved at the September 2018 Board meeting, required the addition of the employer, supervisor and worker duties.

**MOTION #7**

Moved by – Robert Beatty

Seconded by – Gordon Mackenzie

*“That OHS 01, Health & Safety Statement be accepted as amended.” Carried*

**6.2 Board Self Assessment Summary Report 2018**

Provided to directors and reviewed.

**6.3 Strategic Planning**

D. Murray will meet with the senior team and plan to refresh the current strategic plan by June 2019.

**6.4 Enterprise Risk Management - Key Control Recommendations**

C. Covino identified, from the recently presented risk registry, the risk tolerance elements as identified.

**MOTION #8**

Moved by – J. Foulds

Seconded by – G. Mackenzie

*“That the risk tolerance levels identified and the development of an action plan be accepted as presented.” Carried.*

**6.5 NDFHT Signage**

S. Jean inquired about FHT signage that was taken down during the renovation to the FHT space to accommodate the urgent care clinic in March 2018. It was agreed that, in the spirit of integration, the strategic plan refresh should include common signage for the Hospital and FHT, while ensuring compliance with the Public Hospitals Act around signage on hospital property.

**6.6 QUALITY**

**NDMH Quality Improvement Progress Report 2018/19**

C. Covino reviewed the Progress Report for 2018/19 which helps organizations make linkages between change ideas and improvement, and gain insight into how their change ideas might be refined in the future. Health Quality Ontario will use the Progress Report to share effective change initiatives, spread successful change ideas, and inform robust curriculum for future educational sessions.

**6.7 Targeted Percentages for NDMH 2019/20 QIP**

C. Covino discussed the 5% measurement used to monitor QIP progress and in particular, how reporting in small numbers greatly affect progress measurement.

Currently, the color green is used to indicate progress that is “at or better than target” yellow is used to reflect progress that is “slightly (less than 5%) worse than target”, and red is used to reflect a lack of progress at “slightly (5% or more) worse than target”.

**MOTION #9**

Moved by – G. Mackenzie

Seconded by – R. Beatty

*“That the Board agrees to the use of an asterisk if the measurement is not statistically significant.”* Carried.

**6.8 NDMH Quality Improvement Plan 2019/20**

C. Covino presented the Narrative and Plan for the 2019/20 QIP.

**MOTION #10**

Moved by – J. Foulds

Seconded by – G. Mackenzie

*“That the NDMH Quality Improvement Narrative and Plan for 2019/20 be accepted as presented.”* Carried.

**6.9 Targeted Percentages for NDFHT 2019/20 QIP**

S. Jean explained how the 5% greater or less than, used to measure QIP progress reflected the same as it did for NDMH in Item 6.7

**MOTION #11**

Moved by – J. Foulds

Seconded by – R. Beatty

*“That the Board agrees to the use of an asterisk if the measurement is not statistically significant.”* Carried.

**6.10 NDFHT Quality Improvement Plan 2019/20**

S. Jean presented the Narrative and Plan for the 2019/20 QIP.

**MOTION #12**

Moved by – G. Mackenzie

Seconded by – E. Rutherford

*“That the NDFHT Quality Improvement Narrative and Plan for 2019/20 be accepted as presented.”* Carried.

**7.0 FOR INFORMATION/DISCUSSION**

**7.1 NDMH – Making and Distributing its Own Oxygen**

Board directors received a copy of the article submitted to the Nipigon Gazette. The Directors requested a tour of the Oxygen Equipment at the April meeting.

**7.2 TBRHSC Board of Directors Recruitment**

An invitation has been received from the CEO of Thunder Bay Regional Health Sciences Centre for a regional representative to its Board of Directors. Information about expressions of interest was provided.

**7.3 NDMH Board Skills Inventory 2018/19**

Summary of skills inventory provided.

**7.4 NDFHT Board Skills Inventory 2018/19**

Summary of skills inventory provided. Signed by Board Chair prior to submission to the MOH by S. Jean.

**7.5 Meeting Effectiveness Results, February 2019**

100% Director satisfaction achieved at the February 2019 meeting.

**8.0 IN CAMERA**

**MOTION #10**

Moved By - J. Foulds

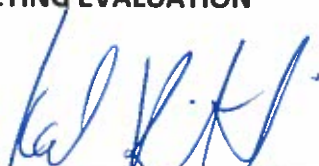
Seconded By – E. Rutherford

*"That the Board of Directors moves to In Camera at 7:44 pm." Carried.*

**9.0 DATE OF NEXT MEETING – Monday, April 29<sup>th</sup>, 2019 @ 5:30 pm, Board Room**

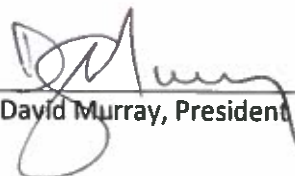
**10.0 ADJOURNED – 8:15 pm.**

**MEETING EVALUATION**



---

Kal Pristanski, Board Chair



---

David Murray, President and CEO