

Nipigon District Memorial Hospital Regular Board Meeting

Monday, March 30, 2015

PRESENT K. Pristanski (Chair), E. Rutherford (Vice Chair), M. Kusick, J. Pothof, L. Harbinson
Dr. Jackson Hughes, C. White, S. Stephenson, J. Jean (Recorder)

REGRETS D. Hill

EDUCATION

S. Stephenson

- Acute Care Quality Improvement Plans Targets and Initiatives 2015/16
- Long Term Care Quality Improvement Plans Targets and Initiatives 2015/16

CALL TO ORDER

K. Pristanski called the meeting to order at 5:45 pm.

1.1 Quorum
Achieved.

1.2 Declaration of Conflicts
J. Pothof declared a conflict of interest with Credentialing Motion #6 and shall abstain from the discussion and vote.

1.3 Approval of Agenda
The agenda was approved as presented.

Motion #1

Moved by L. Harbinson, seconded by E. Rutherford THAT the agenda be accepted as presented.

In favor - 5 Opposed - 0 Abstention - 0 Carried.

VERIFICATION OF PREVIOUS MEETING MINUTES

2.1 Regular Board Meeting Minutes of January 26, 2015
The opportunity for comment was provided by K. Pristanski. No questions or comments from the Directors.

Motion #2

Moved by M. Kusick, seconded by J. Pothof THAT the Regular Board Meeting minutes of January 26, 2015 be accepted as presented.

In favor - 5 Opposed - 0 Abstention - 0 Carried.

2.2 MAC Meeting Minutes, February 4, 2015

The opportunity for comment was provided by K. Pristanski. No questions or comments from the Directors.

Motion #3

Moved by E. Rutherford, seconded by J. Pothof THAT the MAC Meeting minutes of February 5, 2015 be accepted as presented.

In favor - 5 Opposed - 0 Abstention - 0 Carried.

2.3 MAC Meeting Minutes, March 4, 2015

The opportunity for comment was provided by K. Pristanski. No questions or comments from the Directors.

Motion #4

Moved by M. Kusick, seconded by E. Rutherford THAT the MAC Meeting minutes of March 4, 2015 be accepted as presented.

In favor - 5 Opposed - 0 Abstention - 0 Carried.

MATTERS REQUIRING DECISIONS

3.1 CEO Report

C. White reviewed his report with the Directors. Discussion took place around the current renovation to the Diagnostic Imaging Department, including new imaging equipment, and the successful completion of the Comprehensive Fire Drill performed by in February 2015.

With respect to the renovations and new equipment in the Diagnostic Imaging Department, it was agreed the renovation is noteworthy and that the community will be invited to a tour of the newly renovated department once completed.

Once the Diagnostic Imaging Department renovations are complete, the Board will tour the facility to view a demonstration of the new Medication Dispensing System on Acute Care, the Servery, and DI renovations.

Motion #5

Moved by J. Pothof, seconded by E. Rutherford THAT the CEO report of March 2015 be accepted as presented.

In favor - 5 Opposed - 0 Abstention - 0 Carried.

3.2 Credentialing

Motion #6

Moved by E. Rutherford, seconded by M. Kusick THAT the Board of Directors appoint

Laurie Kroker, Nurse Practitioner to the *Associate Staff* category for 2015.

In favor - 4 Opposed - 0 Abstention - 1 Carried.
(J. Pothof,
Declaration of
Conflict of Interest)

3.3 Motion #7

Moved by J. Pothof, seconded by L. Harbinson THAT the Board of Directors appoint Dr. Paul Warbeck to the *Locum Staff* Category for 2015.

In favor - 5 Opposed - 0 Abstention - 0 Carried.

3.4 Motion #8

Moved by M. Kusick seconded by J. Pothof THAT the Board of Directors appoint

- Dr. Dennis Boparai
- Dr. Joey Deveau
- Dr. Christopher Lai
- Dr. Andrea MacDougall
- Dr. Frank Nigro
- Dr. Eliseo Orrantia
- Dr. Majid Ozgoli
- Dr. Gordon Porter
- Dr. Raga Sirror
- Dr. Sayali Tadwalkar
- Dr. Hala Talballa
- Dr. Lea Velsher
- Dr. Richard Whitlock
- Dr. Barbara Zelek
- Dr. Jesse Zroback
- Ursula Danner, NP
- Nikita Matichuk, NP
- Donna Ree, NP

to the *Regional Staff* Category for 2015.

In favor - 5 Opposed - 0 Abstention - 0 Carried.

MATTERS FOR DISCUSSION

Finance

4.1

Disbursements for January/February 2015

Reviewed and clarification provided by C. White.

Financial Performance and Variance Analysis

Reviewed by C. White.

Motion #9

Moved by J. Pothof, seconded by E. Rutherford THAT the Financial Performance and Variance Analysis as at December 31, 2014 be accepted as presented.

In favor - 5 Opposed - 0 Abstention - 0 Carried.

Bad Debts

Reviewed by C. White

Motion #10

Moved by J. Pothof, seconded by M. Kusick THAT the Board of Directors approves the write off of bad debts totaling \$6,122.21 for the fiscal year 2014/15.

In favor - 5

Opposed - 0

Abstention - 0

Carried.

Financial Correspondence

Several pieces of financial correspondence received since the last meeting of the Board was provided to the Directors. Brief discussion took place.

Quality

4.2

Utilization Data, Q3

Reviewed by S. Stephenson.

Falls, Q3

Reviewed by S. Stephenson.

Safety/Security/Other Incidents (ER/Acute/LTC), Q3

Reviewed by S. Stephenson.

Surveys, Q3 – (Emergency Department, In Patient Satisfaction, LTC Family)

Reviewed by S. Stephenson.

QIP Progress Report, Q3

Reviewed by S. Stephenson and discussion took place regarding Targets and Progress achieved.

Medication Reconciliation & VTE Prevention, Q3

Reviewed by S. Stephenson

Quality Improvement Plans, Acute Care/Long Term Care - 2015/16

S. Stephenson explained Parts A, B, and C of the Quality Improvement Plan process. Part A, QIP Narratives for Acute and Long Term Care were included the Board packages. Part C, Performance Based Compensation was distributed at the meeting.

S. Stephenson provided a detailed presentation on Part B, Improvement Targets and Initiatives for QIP, Acute Care 2015/16. Discussion took place around the target percentages identified in Part B of the QIP, for initiatives that the Hospital has very little influence over. The Board enforced their confidence in S. Stephenson and provided instruction to her to amend the document to reflect target percentages that were realistic and attainable.

Motion #11

Moved by E. Rutherford, seconded by M. Kusick THAT the Board of Directors approves the 2015/16 Acute Care Quality Improvement Plan as presented with amendments at the discretion of S. Stephenson.

In favor - 5

Opposed - 0

Abstention - 0

Carried.

S. Stephenson informed the Directors that this was the first year for a Quality Improvement Plan for Long Term Care. A presentation on Part B, Improvement Targets and Initiatives for QIP, Long Term Care 2015/16 was provided. A brief discussion took place around the LTC Plan. The current performance of the QIP for Long Term Care identifies the achievements of the LTC staff.

Motion #12

Moved by L. Harbinson, seconded by J. Pothof THAT the Board of Directors approves the 2015/16 Long Term Care Quality Improvement Plan as presented by S. Stephenson.

In favor - 5

Opposed - 0

Abstention - 0

Carried.

2014 Senior Friendly Hospital Environmental Scan Report

S. Stephenson provided the Directors with a brief overview of the requirements of this mandatory report. In a Senior Friendly Hospital, leadership is committed to deliver an optimal experience for frail seniors as an organizational priority. This commitment empowers the development of human resources, policies and procedures, care giving processes, and physical spaces that are sensitive to the needs of frail patients. The document was reviewed without comment.

MATTERS FOR REVIEW

5.1 By Laws

K. Pristanski requested that the Directors review the current document in preparation for the June AGM. Suggestions for revisions, if any, will be discussed at the April meeting.

INFORMATION ITEMS

6.1 Retirement of Dr. Jackson Hughes

Directors were reminded to RSVP for the evening honoring Dr. Jackson Hughes to tbarr@ndmh.ca.

READING MATERIAL

- 7.1
- Governance Centre of Excellence – BOARDS, Building Bridges: Creating a Seamless Patient Journey

- North Shore Hospitals and North of Superior Counselling Programs Board of Directors, Collaborative Position Statement
- Shaping Our Future: Advancing Healthcare In Our Communities
- Nipigon District Health HUB, Vision, Mission, Values
- OHA President's Report, December 2014 – February 2015-03-25
- OHA, Re: Ontario's current public policy environment and the 2015 budget
- Memo: Thunder Bay Regional Health Sciences Leadership Announcement
- Memo: Thunder Bay Regional Health Sciences Appointment of Interim President and CEO

IN CAMERA

8.1 Motion #13

Moved by E. Rutherford, seconded by J. Pothof THAT the Board move to *In Camera* at 7:30 pm.

In favor - 5 Opposed - 0 Abstention - 0 Carried.

8.2

Motion #14

Moved by L. Harbinson, seconded by J. Pothof THAT the Board move to adjourn the *In Camera* session at 8:00 pm

In favor - 5 Opposed - 0 Abstention - 0 Carried.

ADJOURNMENT

K. Pristanski adjourned the meeting at 8:00 pm.

NEXT MEETING

Monday, April 27, 2015 @ **5:30 pm**, Board Room