

Nipigon District Memorial Hospital  
Regular Monthly Board  
Meeting

**Monday, May 27th, 2013**

**PRESENT** T. Lasook (Acting Chair) E. Stefanidis, J. Pothof, M. Kusick, D. Harris, E. Rutherford,  
K. Pristanski, , Dr. J. Jackson Hughes, C. White, J. Jean (Recorder)  
**REGRETS** J. Lasook, V. Bull, L. Harbinson, S. Stephenson

**1. CALL TO ORDER**

K. Pristanski agreed to call the meeting to order at 6:12 pm as Acting Chair, T. Lasook will be delayed.

**2. DECLARATIONS OF CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**3. ADDITIONS/DELETIONS TO AGENDA**

None.

**4. APPROVAL OF CONSENT AGENDA**

Prior to approving the consent agenda. K. Pristanski asked the membership if they required clarification to any of the items included.

D. Harris referred to the by-law change, Article 12 which stated that "the Secretary of the Board shall give at least 48 hours notice of each meeting to the Directors". The time line of 48 hours was concerning, however C. White stated that this is per OHA standards. The Board/Committee meeting schedule is distributed in September of each year in order to permit Directors the opportunity to plan around other commitments. The timeline will stay as recommended by the Governance & Nominating Committee.

There were no other questions, errors or omissions to the remainder of the consent agenda.

**Motion #1**

Moved by E. Rutherford, seconded by J. Pothof THAT the consent agenda be accepted as presented. All in favor. Carried.

**5. ITEMS REQUIRING DECISIONS / MOTIONS**

**5.1 CEO Report**

C. White reviewed his report including a letter submitted to the NW LHIN on May 21, 2013, once again addressing our deficit. The senior team met with the LHIN's senior team on May 23<sup>rd</sup> and while they understanding our funding issues and confirm that our costs stand up to scrutiny they are requesting that we provide them with service reduction scenarios.

Small hospitals will receive one time funding of 1% this year. This means approximately an additional \$60,000 for NDMH. In addition, a rebalancing exercise may mean an additional \$145,000 for NDMH. C. White stated that if received, the additional monies would be

welcomed and identified areas of staff education and IT services as much needed areas for improvement.

C. White notified the directors that TBRHSC held a recent press conference where a password was shared with a non employee and as a result diagnostic images were reviewed by the non employee. One such client of NDMH was involved and our privacy officer has contacted the client and a follow up letter has been sent. C. White has assured the membership that the incident has been properly handled by the Hospital. He added that this is a good example of the extent of the monitoring of our health records security system and its ongoing monitoring and auditing.

Motion #2

Moved by E. Stefanidis , seconded by J. Pothof THAT the CEO report of May 2013, including the letter of May 2013 including the letter to the LHIN dated May 21, 2013 be accepted as presented. All in favor. Carried.

5.2 **Credentialing of Medical Staff**

Motion #3

Moved by J. Pothof seconded by K. Pristanski THAT the Board of Directors accept the recommendation of the Medical Advisory Committee and grant privileges to Dr. Louis Philippe Plante in the *Locum Staff* category with privileges in Family, General, and ER medicine for the year 2013. All in favor. Carried.

Motion #4

Moved by J. Pothof seconded by M. Kusick THAT the Board of Directors accept the recommendation of the Medical Advisory Committee and grant privileges to -

- Dr. John Remus,
- Dr. Wojciech Aniol
- Dr. Nasim Shahbazi
- Dr. Gordon Milne

in the *Regional Staff* category for the year 2013. All in favor. Carried.

Acting Chair, T. Lasook arrived at the meeting.

5.3 **Disclosure of Critical Incidents Policy/Procedure**

The documentation was included in the meeting package and is a risk management responsibility of the Board. T. Lasook invited comments and suggestions about the document and general discussion took place.

Motion #5

Moved by K. Pristanski, seconded by E. Rutherford THAT document *Disclosure of Critical Incidents*, BRD 15 be accepted as amended. All in favor. Carried.

5.4 **Board and Committee Meeting Attendance Policy**

The documentation was included in the meeting package. Discussion took place around the use of percentages in terms of determining appropriate absences. As this was difficult to do, the following sentences will be deleted "*an attendance rate of at least 75% is acceptable*", "*When a director or committee member fails to attend 75% of the meetings of the board or of a committee in a 12 month period . . .*" The revised paragraph will read, "*Where a Director fails to attend 6 out of 9 meetings of the Board, in a 12 month period, or is absent for three consecutive meetings, the Chair shall discuss the reasons for the absences with the member and may ask the*

*individual to resign.” and “Where a Committee member fails to attend 3 out of 4 meetings of a Committee, in a 12 month period, or is absent for three consecutive meetings, the Chair shall discuss the reasons for the absences with the member and may ask the individual to resign”.*

Other discussion took place around alternative ways of attending Board/Committee meetings other than by telephone.

Motion #6

Moved by J. Pothof, seconded by D. Harris THAT document *Board and Committee Meeting Attendance*, BRD 13, be accepted with amendments as discussed. All in favor. Carried.

5.5 **Workplace Violence Prevention Policy/Procedure**

Reviewed by directors.

Motion #7

Moved by E. Stefanidis, seconded by K. Pristanski THAT document *Workplace Violence Prevention*, OHS 30 be accepted as presented. All in favor. Carried.

6. **ITEMS FOR DISCUSSION**

6.1 **Board Attendance Review 201213 Fiscal Year**

Reviewed.

6.2 **Confirmation of Upcoming Meeting with Accreditation Surveyors**

J. Pothof, K. Pristanski, E. Stefanidis, E. Rutherford, and Dr. Jackson Hughes confirmed their attendance at the Accreditation meeting of Monday, June 10<sup>th</sup> at 4:00 pm with the surveyors.

7. **ITEMS FOR INFORMATION**

7.1 **Report on LHIN Meeting of May 23<sup>rd</sup>, 2013**

Refer to 5.1 CEO Report.

7.2 **Reading Materials**

No comments.

7.3 **Spring 2013 Hospital Newsletter**

No comments.

9. **ADJOURNMENT**

T. Lasook adjourned the meeting at 7:15 pm.

10. **NEXT MEETING**

Monday, June 17th, 2013 - Hospital Board Room @ 7:15 pm.



T. Lasook, Acting Chair



C. White, Secretary

**ACCREDITATION PREPARATION**

The membership participated in conversation and reviewed documentation in preparation for the upcoming Accreditation.