

Nipigon District Memorial Hospital
Regular Board Meeting

Monday, September 26, 2016

PRESENT K. Pristanski (Chair), J. Pothof (Vice Chair), E. Wawia, N. Gladun, A. O'Connor (COS) Dr. Rhonda Crocker Ellacott*, Dot Allen* (CNO), Dan Hill (CFO), Rebecca McEwen (Nurse Manager), Judy Jean (Recorder)

ABSENT Dr. Ravinder Dhaliwal (COS)

1.0 CALL TO ORDER

K. Pristanski called the meeting to order at 5:45 pm. The resignations of E. Hill and M. Kusick have been received.

MOTION #1

Moved by: J. Pothof

Seconded by: E. Wawia

"That the Board of Directors accepts with regret, the resignations of E. Hill and M. Kusick." Carried

Applications for two new board members have been received over the summer months and reviewed by the Board Chair and CEO. Both Board Chair and CEO recommend to the Directors the appointment of Nancy Gladun and Adam O'Connor to the Board.

MOTION #2

Moved by: J. Pothof

Seconded by: E. Wawia

"That, upon the recommendation of the Board Chair and CEO, the Board of Directors approve the application of Ms. Gladun for a two year term to the NDMH Board." Carried.

MOTION #3

Moved by: E. Wawia

Seconded by: J. Pothof

"That, upon the recommendation of the Board Chair and CEO, the Board of Directors approve the application of Mr. O'Connor for a two year term to the NDMH Board." Carried.

EDUCATION

R. McEwen, Nurse Manager provided a presentation to the Directors on the Seniors Friendly Hospital initiative "Mobilization of Vulnerable Elders" (MOVE), and the Hospital's goals.

2.0 PATIENT STORY

R. McEwen shared a patient story about the importance of engaging patients in the identification of goals for themselves.

3.0

3.1 QUORUM

Achieved.

3.2 CONFLICT OF INTEREST

There were no declarations of conflict of interest.

3.3 APPROVAL OF AGENDA

MOTION #4

Moved by: J. Pothof

Seconded by: A. O'Connor

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

3.4 CHAIR REMARKS

K. Pristanski shared an expression of thanks from the High School student who received the Hospital's bursary. K. Pristanski reported that the annual Board retreat held in Geraldton in mid September provided an opportunity for information exchange. He suggested Manitouwadge Hospital CEO J. Bourgoin be invited to a Board meeting to discuss his successful integration. He commended Dr. Crocker Ellacott on her presentation on Patient Family Centred Care.

4.0 PRESENTATION

Strategic Plan

R. Crocker Ellacott provided a presentation on 2020 Strategic Plan Process.

A 3 year plan was suggested by R. Crocker Ellacott.

Discussion took place around the upcoming Bill 210 and its outcomes for NDMH. R. Crocker Ellacott suggested that NDMH continue to move forward with current legislation in order to position NDMH favorably for the future. Directors agreed.

The Directors agreed with the content of the document presented and as agreed by the Directors, the Senior Team shall -

- initiate the pre work for the Plan and present to the Board at the November28, 2016 meeting
- A ½ day board retreat will be required. The members will discuss further at the

- next Board meeting.
- proceed with the engagement model and provide an engagement retreat in January 2017
- present to March 2017 Board meeting for approval

A Steering Committee is required for the development of the Strategic Plan. Board Chair, K Pristanski and Director N. Gladun have volunteered to participate. Other participants will be the Chief Executive Officer, Chief Nursing Officer, Chief of Staff, and the Senior Physiotherapist will be invited.

5.0 CONSENT AGENDA

A review of the June 2016 meeting minutes of the Board and MAC provided opportunity for discussion.

MOTION #5

Moved by: A. O'Connor

Seconded by: N. Gladun

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

6.0 REPORTS AND DISCUSSIONS

6.1 Report from President and CEO

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

- Congratulations to the New President of the College of Physiotherapists of Ontario, Steve Mangoff
- Pharmacy Inspection & Review
- Independent Assessment Committee Review
- HIRF Exceptional Circumstances Funding
- Visit from Thunder Day District Health Unit Smoking Compliance Officer
- BPSA Wages update
- Heliport Work Completed
- Palliative Care Room and Further Grant Monies
- Tele cardiac Equipment Upgrade
- Regional Trauma Network
- Annual Emergency Table Top Exercise
- North Shore Hospitals and North of Superior Counseling Programs: Board Education Retreat
- Bill 210: Health System Restructuring

MOTION #6

Moved by: A. O'Connor

Seconded by: E. Wawia

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

Carried.

6.2 Board Meetings Policy

A Board Meetings policy is being developed. In discussion with K. Pristanski, R. Crocker Ellacott will provide the policy to the Board at the October meeting citing the reference to Robert's Rules of Order.

6.3 Media Release

A Media Release policy is being developed. Discussion ensued and it was agreed that the policy will be developed to define the roles of the Board chair and CEO with respect to releasing information to the media.

K. Pristanski, Board Chair will be responsible for media relations with respect to the Governance of the Board. R. Crocker Ellacott, CEO will be responsible for media relations with respect to Organizational Performance. In the absence of the CEO, a delegate will be appointed.

R. Crocker Ellacott will provide the policy to the Board at the October meeting.

7.0 BUSINESS MATTERS

7.1 Director Declaration and Consent

Annual review of the declaration and consent was completed by Directors.

7.2 Skills Inventory

Annual skills inventory was completed by Directors.

7.3 BRD 01, Board of Directors

Reviewed by Directors.

MOTION #7

Moved by: E. Wawia

Seconded by: J. Pothof

"That the review of document BRD 01, Board of Directors be accepted as presented."
Carried.

7.4 ADM 06, Volunteer Program

Reviewed by Directors.

MOTION #8

Moved by: N. Gladun

Seconded by: A. O'Connor

"That the review of document ADM 06, Volunteer Program be accepted as presented."
Carried.

7.5 ADM 21 – Vulnerable Sector Screening Program

Reviewed and discussed.

MOTION #9

Moved by: A. O'Connor

Seconded by: E. Wawia

“That the review of document ADM 21, Vulnerable Sector Screening Program be accepted as presented.” Carried.

7.6 ADM 26 – Management of Critical Incidents for Patients and Residents

The revisions to this document were reviewed.

MOTION #10

Moved by: J. Pothof

Seconded by: A. O'Connor

“That the review of document ADM 26 - Management of Critical Incidents for Patients and Residents be accepted as presented.” Carried.

7.7 Board Meeting Attendance 2015/16

The 2015/16 meeting attendance of the Board of Directors was reviewed noting 95% attendance as compared to 2014/15 at 83% attendance.

**7.8 Finance, Q1 Reporting
Disbursements**

Disbursements from April, May and June 2016 were reviewed.

Statement of Financial Position, June 2016

Reviewed.

Summary by Department, June 2016

Reviewed.

Summary of Operations, June 2016

Reviewed.

Small Hospitals Comparison

Reviewed.

Capital Equipment Purchases, 2016/17

The updated document was reviewed. The inclusion of remaining brickwork was included in the capital equipment list.

MOTION #12

Moved by: N. Gladun

Seconded by: E. Wawia

“That the Board of Directors approve the capital purchases of the nurse call system, oxygen upgrade, computer equipment, sewer auger package, carroll bed, tonometer, dermlite-foto, and outstanding brickwork at a cost of \$227,000.

**7.9 Quality, Q1 Reporting
Quality Improvement Plan Progress**
Reviewed.

Utilization Data (including OTN stats)

Reviewed.

Satisfaction Surveys

The participation rate and degree of satisfaction with the Resident, Resident Family and In Patient surveys was reviewed by D. Allen.

Patient Declaration of Values

D. Allen stated that, as per the initial review of the document at the June 13, 2016 Board meeting, the Patient/Resident and Family Centred Care committee has reviewed the document.

MOTION #11

Moved by: A. O'Connor

Seconded by: E. Wawia

“That the review of the Patient Declaration of Values be accepted as presented.”
Carried.

8.0 FOR INFORMATION

- Steve Mangoff, President of the College of Physiotherapists of Ontario
- OHA Backgrounder Bill 210, Patients First Act, 2016
- Bill 210, Key Messages for Meetings with Government
- OHA Bill 210: Health System Restructuring
- Memo from Thunder Bay Regional Health Sciences Centre - Re: Medical Assistance in Dying
- Announcement from Thunder Bay Regional Health Sciences Centre - Re: Regional Medical Director, Musculoskeletal Health
- Northwest Health Alliance Welcomes New Executive Director
- Health Achieve North

Health Achieve North will take place in Thunder Bay on November 7th and 8th, 2016. An agenda will be emailed to all Directors. Those wishing to participate can provide

this information at the October meeting of the Board.

8.0 IN CAMERA

Moved by: J. Pothof

Seconded by: N. Gladun

"That the Board of Directors moves to In Camera at 7:25 pm."

10.0 DATE OF NEXT MEETING

Monday, October 24, 2016

11.0 ADJOURNED - 7:50 pm.



K. Pristanski, Board Chair



Dr. R. Crocker Ellacott, Secretary