

TEMISKAMING HOSPITAL
BOARD OF DIRECTORS
OPEN MEETING
Monday, November 25, 2013 at 1730 hours
Hospital Boardroom

PRESENT:

Ron Scriven, Chair	Georgette Saxton
Margaret Beatty, Secretary (non-voting)	Patricia Willard-Inglis
Christine Harrison	Dorothy Wight
Quen Lee	John Rowsell
Carmen Koski	Maurice Landriault
Susan Cavanagh	Dr. Andre Hurtubise (non-voting)
Dr. Mark Churman (non-voting)	Dr. Khaled Elgadi (non-voting)
Sylvie Lavictoire (non-voting)	

ALSO PRESENT:

Jeff Renaud – Finance Manager
Sean Conroy – Senior Vice President Corporate Services & CFO
Carla Scott – Recording Secretary

REGRETS:

Bruce Hawkins

Ron Scriven welcomed Margaret Beatty and Sean Conroy.

1. **CALL TO ORDER** – Ron Scriven called the meeting to order at 1735 hours.
 - 1.1 **Quorum** – Confirmed.
 - 1.2 **Approval of Agenda** – Approved as presented.
 - 1.3 **Declaration of Conflicts** – None.
2. **MINUTES**
 - 2.1. **Approval of Previous Minutes**

The minutes of the Open Board of Directors meeting of October 28, 2013, copies of which had been mailed to each Trustee, were taken as read and were verified.
3. **GOOD NEWS**

The good news relates to item 7 Letter of Appreciation, the well detailed letter will be shared with staff directly involved, posted at the staff entrance and on the intranet.

4. EDUCATION SESSION

Reference to item 9.1 Member Teleconference: What hospitals can expect over the next 6-12 months. Discussion was held.

5. CONSENT AGENDA

It is recommended that the Consent Agenda for the November 25, 2013 Board meeting, **see Appendix A attached to the original minutes**, consisting of the following reports, be received:

5.1 Motion #4 - Research Study: Neurological Assessment in the Acute Care Practice Environment of Northern Ontario Hospitals

5.2 Committee Reports

i) Minutes of the Medical Advisory Committee – November 13, 2013

MOTION NO:	1	DATE:	November 25, 2013
MOVED BY:	Maurice Landriault	SECONDED BY:	Patricia Willard-Inglis
Motion:	<i>That the Board of Directors approves the Consent Agenda for the November 25, 2013 Board meeting.</i>		
Carried ✓	Defeated	Tabled	Chairman's Initials:

6. COMMITTEE MINUTES**6.1. Quality and Service Planning Minutes**

The Quality and Service Planning Committee minutes of November 11, 2013 were distributed prior to the meeting.

MOTION NO.:	2	DATE:	November 25, 2013
MOVED BY:	Susan Cavanagh	SECONDED BY:	Maurice Landriault
Motion:	<i>That the Board of Directors approves the Risk Management Plan as presented in Appendix C of the Quality and Service Planning Committee minutes of November 11, 2013.</i>		
Carried ✓	Defeated	Tabled	Chairman's Initials:

MOTION NO.:	3	DATE:	November 25, 2013
MOVED BY:	Patricia Willard-Inglis	SECONDED BY:	Maurice Landriault
Motion:	<i>That the Board of Directors approves policies ADM-G-13-XX Disclosure of Adverse Critical Events and ADM-G-13-XX Risk Management, Patient Safety and Quality Improvement as presented in Appendix D of the Quality and Service Planning Committee minutes of November 11, 2013.</i>		
Carried ✓	Defeated	Tabled	Chairman's Initials:

MOTION NO.:	4	DATE:	November 25, 2013
MOVED BY:	Maurice Landriault	SECONDED BY:	Patricia Willard-Inglis
Motion:	<i>That the Board of Directors receives the Quality and Service Planning Committee minutes of November 11, 2013.</i>		
Carried ✓	Defeated	Tabled	Chairman's Initials:

6.2. Finance & Resource Planning Minutes

The Finance and Resource Planning Committee minutes of November 14, 2013 were distributed prior to the meeting.

An update with regards to the associated cost and the parallel process was provided on the Hospital's Pre-Capital Submission to the Ministry with regards to the Great Northern Family Health Team project.

MOTION NO.:	5	DATE:	November 25, 2013
MOVED BY:	Sue Cavanagh	SECONDED BY:	Christine Harrison
Motion:	<i>That the Board of Directors approves policy ADM-G-13-XX Statement of Investment Policy as amended in Appendix A of the Finance and Resource Planning Committee minutes of November 14, 2013.</i>		
Carried ✓	Defeated	Tabled	Chairman's Initials:

MOTION NO.:	6	DATE:	November 25, 2013
MOVED BY:	Patricia Willard-Inglis	SECONDED BY:	Christine Harrison
Motion:	<i>That the Board of Directors receives the Finance and Resource Planning Committee minutes of November 14, 2013.</i>		
Carried ✓	Defeated	Tabled	Chairman's Initials:

7. CORRESPONDENCE

7.1. Letter of Appreciation

A letter of appreciation was distributed to the members in the Board package prior to the meeting. **See Appendix B attached to the original minutes.** This item was discussed previously in item 3.

8. MATTERS REQUIRING DECISION – None.

9. MATTERS FOR DISCUSSION

9.1. Member Teleconference: What hospitals can expect over the next 6-12 months

The OHA Bulletin was distributed to the members in the Board package prior to the meeting. **See Appendix C attached to the original minutes.** This item was discussed previously in item 4.

10. TREASURER'S REPORT

The Report of the Treasurer was distributed to the members in the Board package prior to the meeting. **See Appendix D attached to the original minutes.** Jeff Renaud presented on the report. Incremental wait time funding for CT Scan volumes was reduced by \$36,000; we may be able to recover some of the reduction in the New Year.

Dr. Elgadi exited the meeting at 1805 hours and re-entered at 1808 hours.

MOTION NO:	7	DATE:	November 25, 2013
MOVED BY:	Quen Lee	SECONDED BY:	Christine Harrison
Initiated from:	Finance Department		
Motion:	<i>That the Report of the Treasurer be approved.</i>		
Carried ✓	Defeated	Tabled	Chairman's Initials:

11. UTILIZATION REPORT

The utilization report was distributed to the members in the Board package prior to the meeting for information purposes. **See Appendix E attached to the original minutes.** It was noted that the ER activity for level 4 and 5 may decline due to the new processes implemented at the Family Health Teams.

12. ADMINISTRATION REPORT

The Administration Report was distributed to the members in the Board package prior to the meeting for information purposes. **See Appendix F attached to the original minutes.** The increase in nursing hours has made a great impact.

13. FOR INFORMATION PURPOSES

The following were distributed with the agenda prior to the meeting for information purposes:

- Newspaper Clippings
 - Hospital Names New CEO

14. REPORT**14.1 Healthcare Volunteers of Ontario**

Sylvie Lavictoire shared the Healthcare Volunteer's reports for November 25, 2013:

- Difficulty obtaining volunteers for physio and ER departments. Volunteer role descriptions were shared to create awareness of the role expectations;
- Members are in agreement to purchase an appreciation Christmas Gift for the Kitchen and Reception Staff;
- A petition (originated from HAAO) was signed to eliminate tax on break open tickets; and
- Name Change to Supporting Healthcare Volunteers.

15. OTHER BUSINESS

A discussion related to on-call and training of Radiology Technologists was held.

16. IN -CAMERA SESSION

MOTION NO:	8	DATE:	November 25, 2013
MOVED BY:	Quen Lee	SECONDED BY:	Patricia Willard-Inglis
Motion:	<i>That the meeting move in-camera at 1853 hours.</i>		
Carried ✓	Defeated	Tabled	Chairman's Initials:

MOTION NO:	9	DATE:	November 25, 2013
MOVED BY:	Quen Lee	SECONDED BY:	Susan Cavanagh
Motion:	<i>That the Open Board meeting reconvene at 1905 hours with no report.</i>		
Carried ✓	Defeated	Tabled	Chairman's Initials:

17. DATE OF NEXT MEETING

The next Open Board of Directors meeting is scheduled for Monday, January 27, 2014 in the Boardroom.

18. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 1906 hours.

Ron Scriven, Chair

Margaret Beatty, Secretary