



## BOARD OF DIRECTORS

**March 19, 2018 at 18:30 hours (Board Room)**

### **- MINUTES -**

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Present:

Collin Bourgeois  
Brenda Lumsden  
Jo-Ann Labelle\*  
Daniel Richard  
Eric Stevens  
Jamie Restoule  
Julie Duhaime  
Dr. Klère Bourgault \*  
Dr. Vincenzo Susini \*  
Michel Rochon  
Howard Longfellow  
Cynthia Désormiers \*  
Ryan Jeffers, CFO\*

Regrets:

\* Non-voting Members  
Janet Parsons  
Dr. Ben Lalonde\*  
Sylvie Bélanger

Mireille Mageau/Kelsey Anger, Recorder

**1. Call to Order**

Meeting called to order at 18:34 hours by the Chair.

**2. Education Session/Presentations: Physician Credentialing**

Cynthia Désormiers provided an educational presentation on the physician credentialing process.

**3. Declaration of Conflict of Interest and Pecuniary Interest**

No conflicts of interest or pecuniary interest declared.

**4. Approval of Consent Agenda**

Moved by Brenda Lumsden and seconded by Jamie Restoule

«THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF MARCH 19<sup>TH</sup> 2018 BE ACCEPTED AS PRESENTED INCLUDING THE FOLLOWING ITEMS:

- .1 PRESIDENT & CEO NEWSLETTER – MARCH 2018
- .2 BOARD OF DIRECTORS MEETING MINUTES – FEBRUARY 12, 2018
- .3 MEDICAL ADVISORY COMMITTEE MINUTES - **NONE** -
- .4 FINANCE AND AUDIT COMMITTEE MINUTES – NOVEMBER 22, 2017
- .5 HEALTH CARE QUALITY MINUTES - **NONE** -
- .6 ETHICS COMMITTEE MINUTES – SEPTEMBER 11, 2017
- .7 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES - **NONE** -
- .8 WNGH FOUNDATION BOARD MINUTES – JANUARY 9, 2018
- .9 BOARD MEETING EVALUATION RESULTS – FEBRUARY 2018

**Carried M-18-21**

**5. Approval of Regular Agenda**

Motion made by Dan Richard and seconded by Julie Duhaime

«THAT THE REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF MARCH 19<sup>TH</sup>, 2018 BE ACCEPTED PRESENTED.»

**Carried M-18-22**

**Regular Agenda:**

.1 Chief of Staff (MAC) Report - **NONE** -

.2 Credentials Committee Recommendations - **NONE** -

.3 Survey Results

LTC, In-patient, and out-patient survey results were included in members' packages for their review.

.4 Performance Indicators

Results were included in the packages for review.

.5 Quality Improvement Plan 2017-2018 Progress Report

Moved by Howard Longfellow and seconded by Michel Rochon

«THAT THE 2017-2018 QUALITY IMPROVEMENT PLAN PROGRESS REPORT BE ACCEPTED AS PRESENTED. »

**Carried M-18-23**

.6 Quality Improvement Plan 2018-2019

Moved by Eric Stevens and seconded by Brenda Lumsden

«THAT THE 2018-2019 QUALITY IMPROVEMENT PLAN BE ACCEPTED AS PRESENTED. »

**Carried M-18-24**

.7 President & CEO Performance Evaluation

The group was given and asked to complete the Performance Evaluations and return to Collin within 30 days

.8 Chief of Staff Performance Evaluation

The group was given and asked to complete the Performance Evaluations and return to Collin within 30 days

.9 Succession Planning for President & CEO / Senior Management #730.03

Moved by Jamie Restoule and seconded by Dan Richard

«THAT THE SUCCESSION PLANNING FOR PRESIDENT & CEO/SENIOR MANAGEMENT POLICY #730-03 BE ACCEPTED AS PRESENTED.»

**Carried M-18-25**

.10 Annual Capital Plan

Moved by Julie Duhaime and seconded by Howard Longfellow

«THAT THE CAPITAL BUDGET PLAN FOR 2018-2018 BE ACCEPTED AS PRESENTED. »

**Carried M-18-26**

.11 Annual Operating Budget

Moved by Michel Rochon and seconded by Eric Stevens

«THAT THE OPERATING BUDGET PLAN FOR 2018-2019 BE ACCEPTED AS PRESENTED.»

**Carried M-18-27**

.12 Annual Business Plan

Moved by Brenda Lumsden and seconded by Jamie Restoule

«THAT 2018-2019 WEST NIPISSING GENERAL HOSPITAL ANNUAL BUSINESS PLAN BE ACCEPTED AS PRESENTED. »

**Carried M-18-28**

.13 L-SAA

Moved by Julie Duhaime and seconded by Dan Richard

**WHEREAS** THE LHIN HEREBY GIVES NOTICE THAT IT PROPOSES TO ENTER INTO A NEW LONG-TERM CARE HOME SERVICE ACCOUNTABILITY AGREEMENT (“LSAA”) WITH YOUR ORGANIZATION (THE “HSP”), OR TO AMEND AN EXISTING LSAA CURRENTLY IN EFFECT BETWEEN THE LHIN AND THE HSP, ON OR BEFORE MARCH 31, 2018.

**LET IT BE** THAT THE WEST NIPISSING GENERAL HOSPITAL BOARD OF DIRECTORS SUPPORTS THE BOARD CHAIR AND THE PRESIDENT & CEO TO ENTER NEGOTIATIONS WITH THE LHIN TO ENTER INTO A NEW LONG-TERM CARE HOME ACCOUNTABILITY AGREEMENT.»

**Carried M-18-29**

.14 Strategic Plan

The revised strategic plan was included in the members' packages for review. The board is looking to have facilitation for a new strategic plan in the fall.

.15 BPSECA

Cynthia shared document with the board. Good discussion on PBSECA procedures and logistics, many informative questions asked by the Board.

.16 AGM Date

**Proposed Date:** June 11, 2018

Date was confirmed.

Board meeting will take place at 16:00 PM, followed by dinner, and AGM at 18:00, with a special meeting to follow.

.17 Board Skills Matrix

Matrix was included in package for review. It was determined that there will be two vacancies as of June 2018.

.18 Policies Review:

1. Accreditation Policy #730.70 (NEW)

Moved by Howard Longfellow and seconded by Michel Rochon

«THAT THE ACCREDITATION POLICY #730.70 BE ACCEPTED AS PRESENTED.»

**Carried M-18-30**

2. Conflict of Interest Principles Policy #730.71 (NEW)

Moved by Eric Stevens and seconded by Jamie Restoule

«THAT THE CONFLICT OF INTEREST POLICY #730.71 BE ACCEPTED AS PRESENTED.»

**Carried M-18-31**

3. Annual Operating Plan Policy #730.47

Moved by Dan Richard and seconded by Julie Duhaime

«THAT THE ANNUAL OPERATING PLAN POLICY #730.47 BE ACCEPTED AS PRESENTED.»

**Carried M-18-32**

4. Board & Committee Meeting Attendance Policy #730.13

Moved by Howard Longfellow and seconded by Brenda Lumsden

«THAT THE BOARD & COMMITTEE MEETING ATTENDANCE POLICY #730.13 BE ACCEPTED AS PRESENTED.»

**Carried M-18-33**

5. Functions of a Board of Directors Policy #730.34

Moved by Jamie Restoule and seconded by Michel Rochon

«THAT THE FUNCTIONS OF A BOARD OF DIRECTORS POLICY #730.34 BE ACCEPTED AS PRESENTED.»

**Carried M-18-34**

6. Disclosure of Wrongdoing Policy #730.102

Moved by Eric Stevens and seconded by Howard Longfellow

«THAT THE DISCLOSURE OF WRONGDOING POLICY #730.102 BE ACCEPTED AS PRESENTED.»

**Carried M-18-35**

7. Patient and Family Centred Care Policy #730.73

Moved by Michel Rochon and seconded by Jamie Restoule

«THAT THE PATIENT AND FAMILY CENTRED CARE POLICY #730.73 BE ACCEPTED AS PRESENTED.»

**Carried M-18-36**

8. Relationship with Nipissing First Nation NFN Policy #730.60

Moved by Howard Longfellow and seconded by Brenda Lumsden

«THAT THE RELATIONSHIP WITH NIPISSING FIRST NATION POLICY #730.60 BE ACCEPTED AS PRESENTED.»

**Carried M-18-37**

9. Volunteer Policy #730.50

Moved by Eric Stevens and seconded by Howard Longfellow

«THAT THE VOLUNTEER POLICY #730.50 BE ACCEPTED AS PRESENTED.»

**Carried M-18-38**

10. Retention of Records Policy #100.114

Moved by Jamie Restoule and seconded by Julie Duhaime

«THAT THE RETENTION OF RECORDS POLICY #100.114 BE ACCEPTED AS PRESENTED.»

**Carried M-18-39**

11. Perquisites Policy #730.55

Moved by Michel Richon and seconded by Brenda Lumsden

«THAT THE PERQUISITES POLICY #730.55 BE ACCEPTED AS PRESENTED.»

**Carried M-18-40**

.19 Correspondence provided for information sharing purposes

- GCE Educational Offerings
- OHA Bulletin: Dr. Eric Hoskins Resigns as Health Minister/MPP

**6. Closed Session**

Motion made by Howard Longfellow and seconded by Jamie Restoule

«THAT THE BOARD OF DIRECTORS ADJOURN THE OPEN SESSION FOR MARCH 19, 2018 AND MOVE INTO A CLOSED SESSION AT 20:35 HOURS. »

**Carried M-18-46**

**7. Adjournment .**

The Meeting Effectiveness Survey was provided to members for completion.

Moved by Julie Duhaime, seconded by Eric Stevens

«THAT THE MEETING OF THE BOARD OF DIRECTORS OF MARCH 19, 2018 BE ADJOURNED AT 21:36 HOURS.

**Carried M-18-47**

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Collin Bourgeois, Chair

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Cynthia Désormiers, President & CEO