



BOARD OF DIRECTORS
JUNE 11, 2018 at 16:00 hours (Board Room)
- MINUTES -

Present:

Collin Bourgeois
Brenda Lumsden
Jo-Ann Labelle*
Eric Stevens
Jamie Restoule
Howard Longfellow
Cynthia Désormiers*
Ryan Jeffers, CFO*
Janet Parsons
Sylvie Bélanger

Kelsey Anger, Recorder
Kyle Elliot-BDO, Guest (16:30PM)

Regrets:

Dr. Klère Bourgault*
Dr. Ben Lalonde*
Michel Rochon
Daniel Richard
Julie Duhaime
Dr. Vincenzo Susini*

* Non-voting Members

1. Call to Order

Meeting called to order at 16:02 hours by the Chair.

2. Education Session/Presentations: Dietary Department-tour

Karri Raymond provided a tour of the newly renovated food preparation facilities and the cafeteria.

3. Declaration of Conflict of Interest and Pecuniary Interest

No conflicts of interest or pecuniary interest declared.

4. Approval of Consent Agenda

Moved by Jamie Restoule and seconded by Janet Parsons

«THAT THE CONSENT AGENDA FOR THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF JUNE 11th, 2018 BE ACCEPTED AS PRESENTED WITH THE FOLLOWING ITEMS:

- .1 PRESIDENT & CEO NEWSLETTER – JUNE 2018
- .2 BOARD OF DIRECTORS MEETING MINUTES – MAY 14, 2018
- .3 MEDICAL ADVISORY COMMITTEE MINUTES – MARCH 22, 2018
- .4 FINANCE AND AUDIT COMMITTEE MINUTES – MARCH 28, 2018
- .5 HEALTH CARE QUALITY MINUTES - **NONE** -
- .6 ETHICS COMMITTEE MINUTES - **NONE** -
- .7 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES - **NONE** -
- .8 WNGH FOUNDATION BOARD MINUTES - **NONE** -
- .9 BOARD MEETING EVALUATION RESULTS – MAY 2018

Carried M-18-70

5. Approval of Regular Agenda

Motion moved by Eric Stevens and seconded by Howard Longfellow.

«THAT THE REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF JUNE 11th, 2018 BE ACCEPTED PRESENTED. »

Carried M-18-71

Regular Agenda:

.1 Chief of Staff (MAC) Report – May 2018

In Dr. Bourgault's absence, Cynthia Desormiers informed the group of the MAC report for May. The ED rate has stabilized. The Treating Self, Family Members and Loved One Policy #301.58 and Discharges Policy #300.09 were both reviewed and accepted as presented. Physician Assistants' contracts were addressed (six-month trials) and PAs were removed from by-laws. MAC meets monthly excluding July and August.

.2 Credentials Committee Recommendations – May 17, 2018

Moved by Eric Stevens and seconded by Sylvie Belanger.

«THAT THE RECOMMENDATIONS ARISING FROM THE MAY 17th, 2018 CREDENTIALS COMMITTEE MEETING BE ACCEPTED AS PRESENTED. »

Carried M-18-72

.3 Appointment of Auditors

Moved by Janet Parsons and seconded by Brenda Lumsden.

«THE FINANCE AND AUDIT COMMITTEE RECOMMEND THAT THE WEST NIPISSING GENERAL HOSPITAL BOARD OF DIRECTORS APPOINT BDO CANADA LLP AS THE ACCOUNTING FIRM OF THE CORPORATION TO HOLD OFFICE UNTIL THE CLOSE OF THE NEXT ANNUAL GENERAL MEETING OF THE WEST NIPISSING GENERAL HOSPITAL.»

Carried M-18-73

.4 Approval of Insurance Coverage

Motion moved by Sylvie Bélanger and seconded by Eric Stevens.

A building appraisal will need to be done in the next year as well as an evaluation of the replacement of IT. A discussion occurred with regards to Terrorism Insurance.

«THE WEST NIPISSING GENERAL HOSPITAL BOARD OF DIRECTORS APPROVES THE HOSPITAL INSURANCE AND CYBER RISK INSURANCE RENEWAL AS PRESENTED. »

Carried M-18-74

.5 BPSAA Public Reporting + Attestation

Motion moved by Janet Parsons and seconded by Sylvie Bélanger.

«WHEREAS THE FINANCE AND AUDIT COMMITTEE HAS REVIEWED THE REPORT ON THE USE OF CONSULTANTS BY THE WEST NIPISSING GENERAL HOSPITAL FOR THE PERIOD OF APRIL 1st, 2017 TO MARCH 31st, 2018, LET IT BE RESOLVED THAT THE BOARD OF DIRECTORS APPROVES THE ATTESTATION PREPARED IN ACCORDANCE WITH THE BROADER PUBLIC SECTOR ACCOUNTABILITY ACT, 2010 (BPSAA) AND BASED ON THE USE OF CONSULTANTS REPORT FOR THE PERIOD OF APRIL 1st, 2017 TO

MARCH 31st, 2018 AND AUTHORIZES FOR THE REPORT TO BE POSTED ON ITS PUBLIC WEBSITE.»

Carried M-18-75

Motion moved by Jamie Restoule and seconded by Howard Longfellow.

«THAT THE BOARD OF DIRECTORS, IN COMPLIANCE WITH THE BROADER PUBLIC SECTOR ACCOUNTABILITY ACT (BPSAA), 2010, ATTESTS TO THE ACCURACY OF THE REPORT OF EXPENSE CLAIMS OF THE BOARD MEMBERS AND SENIOR MANAGERS FOR THE CONSOLIDATION PERIOD OF OCTOBER 1st, 2017 TO MARCH 31st, 2018 AND AUTHORIZES FOR THE REPORT BE POSTED ON ITS PUBLIC WEBSITE. »

Carried M-18-76

.6 Regular Director Declaration and Consent / Conflict of Interest

The Regular Director Declaration and Consent & Conflict of Interest were included in the members' packages for review. The group was asked to sign and return to Administration.

.7 By-Laws 8.14.7 Medical Record, Audit and Tissue Committee Duties Pg. 60-61 (New)

Motion moved by Eric Stevens and seconded by Howard Longfellow

«THAT, UPON THE RESOLUTION OF THE BOARD OF DIRECTORS, THE CORPORATION APPROVES THE AMENDMENTS BEING PROPOSED TO THE BY-LAWS OF THE CORPORATION OF THE WEST NIPISSING GENERAL HOSPITAL LISTED HERewith AND THE BY-LAWS SUBSTITUTED IN LIEU THEREOF AS PRESENTED. »

Carried M-18-77

.8 AODA Audit

Cynthia shared an update with the group on the accessibility audit which took place; no more documents are required.

.9 Board Recruitment

Cynthia shared resumes of potential board recruits as the Board of Directors of the West Nipissing General Hospital is still looking for another member.

Moved by Jamie Restoule and seconded by Brenda Lumsden

«AS PRESENTED, THE CORPORATION APPROVES THE APPOINTMENT OF THE FOLLOWING PERSON TO THE BOARD OF DIRECTORS OF THE WEST NIPISSING GENERAL HOSPITAL TO HOLD OFFICE FOR A TERM OF THREE (3) YEARS:

MARY WILLEMSSEN

THIS WILL BE PRESENTED AT THE ANNUAL GENERAL MEETING FOR RESOLUTION. »

Carried M-18-78

Moved by Janet Parsons and seconded by Sylvie Bélanger

«AS PRESENTED, THE CORPORATION APPROVES THE APPOINTMENT OF THE FOLLOWING PERSON TO THE BOARD OF DIRECTORS OF THE WEST NIPISSING GENERAL HOSPITAL TO HOLD OFFICE FOR A TERM OF THREE (3) YEARS:

RENÉE RAGNITZ

THIS WILL BE PRESENTED AT THE ANNUAL GENERAL MEETING FOR RESOLUTION. »

Carried M-18-79

.10 Policies Review: ~~-None-~~

.11 Correspondence *provided for information sharing purposes*

- Be a Donor e-mail
- Connecting Ontario

.12 Audit Report

Kyle Elliot introduced himself and informed the group of the status of this year's audit. It was declared that there was no conflict of interest. Recommendations were presented with no changes or suspected fraud. Change in maturity dates. No deficiencies found in internal controls, accounting policies are non-pervasive or aggressive, and no outstanding legal documents.

Motion moved by Janet Parsons and seconded by Howard Longfellow

« AS RECOMMENDED BY THE FINANCE AND AUDIT COMMITTEE, THE BOARD OF DIRECTORS APPROVES BDO CANADA LLP'S AUDIT REPORT OF THE FINANCIAL STATEMENTS OF THE WEST NIPISSING GENERAL HOSPITAL FOR THE YEAR ENDED MARCH 31st, 2018 AS PRESENTED. »

Carried M-18-80

6. Closed Session ~~-None-~~

7. Adjournment

The Meeting Effectiveness Survey was provided to members for completion.

Moved by Jamie Restoule and seconded by Sylvie Bélanger.

«THAT THE MEETING OF THE BOARD OF DIRECTORS OF JUNE 11th, 2018 BE ADJOURNED AT 17:25 HOURS. »

Carried M-18-81

Collin Bourgeois, Chair

Cynthia Désormiers, President & CEO