



## BOARD OF DIRECTORS

**Monday, September 10, 2018 at 18:30 hours (Board Room)**

### - MINUTES -

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Present:

Collin Bourgeois  
Eric Stevens  
Howard Longfellow  
Daniel Richard  
Dr. Klère Bourgault \*  
Cynthia Désormiers \*  
Jamie Restoule  
Dr. Ben Lalonde\*  
Jo-Ann Labelle\*  
Ryan Jeffers, CFO\*  
Julie Duhaime  
Sylvie Bélanger  
Mary Willemsen  
Renée Ragnitz  
Josephine Rocheleau, Recorder\*

Regrets:

Dr. Vincenzo Susini \*  
Brenda Lumsden

\* Non-voting Members

**1. Call to Order**

Meeting called to order at 18:39 hours by the Chair.

**2. Education Session/Presentation – Health Records Department**

Sylvie Claro provided an educational presentation on the Health Records Department, its purpose, goals, budget, statistics, challenges and recent changes. A short Q&A for the board members followed.

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

No conflicts of interest or pecuniary interest declared.

**4. Approval of Consent Agenda**

Moved by Jamie Restoule and seconded by Renée Ragnitz.

«THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF MONDAY, SEPTEMBER 10<sup>TH</sup>, 2018 BE ACCEPTED AS PRESENTED WITH THE FOLLOWING ITEMS:

- .1 PRESIDENT & CEO NEWSLETTER – SEPTEMBER 2018
- .2 BOARD OF DIRECTORS MEETING MINUTES – JUNE 11, 2018
- .3 MEDICAL ADVISORY COMMITTEE MINUTES – MAY 17, 2018
- .4 FINANCE AND AUDIT COMMITTEE MINUTES – MAY 23, 2018
- .5 HEALTH CARE QUALITY MINUTES - **NONE** -
- .6 ETHICS COMMITTEE MINUTES – SEPTEMBER 10, 2018
- .7 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES - **NONE** -
- .8 WNGH FOUNDATION BOARD MINUTES – MARCH 13, 2018 & APRIL 10, 2018
- .9 BOARD MEETING EVALUATION RESULTS – JUNE 2018

**Carried M-18-82**

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**5. Approval of Regular Agenda**

Motion made by Julie Duhaime and seconded by Eric Stevens.

«THAT THE REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF MONDAY, SEPTEMBER 10<sup>TH</sup>, 2018 BE ACCEPTED AS PRESENTED.»

**Carried M-18-83**

**Regular Agenda:**

.1 Regular Director Declaration and Consent/Conflict of Interest

Membership paperwork was circulated to and signed by new board members.

.2 Chief of Staff (MAC) Report – June 2018

Dr. Bourgault provided a verbal report on the June MAC meeting. Our use of HFO locums in covering ED shifts was discussed. Moving forward, it was specified that unapproved MAC minutes will be provided in place of reports.

.3 Credentials Committee Recommendations

Moved by Mary Willemsen and seconded by Howard Longfellow.

«THAT THE RECOMMENDATIONS ARISING FROM THE JUNE 21<sup>ST</sup>, 2018 CREDENTIALS COMMITTEE MEETING BE ACCEPTED AS PRESENTED. »

**Carried M-18-84**

.4 October Meeting Date – Tuesday, October 9<sup>th</sup>, 2018

The group agreed on the suggested date for the next board meeting.

.5 Parking Attestation

Moved by Daniel Richard and seconded by Janet Parsons.

«THAT THE BOARD OF DIRECTORS APPROVES THE ANNUAL PAID PARKING ATTESTATION AS PRESENTED. »

**Carried M-18-85**

.6 Goals & Objectives – Update

Cynthia Désormiers provided an update on the Board of Directors' Goals & Objectives. Work will begin on creating a new strategic plan once Accreditation is complete.

.7 Capital Budget / HIRF Update

Ryan Jeffers provided an update on the Hospital Infrastructure Renewal Fund (HIRF) funding and the capital budget. It was noted that HIRF and HEEP funding remains uncertain at this time.

.8 FLS Status Report

Cynthia Desormiers reported on the status of the hospital's French Language Services (FLS).

Moved by Mary Willemsen and seconded by Dr. Ben Lalonde.

«THAT THE BOARD OF DIRECTORS APPROVES THE FRENCH LANGUAGE SERVICES (FLS) STATUS REPORT AS PRESENTED. »

**Carried M-18-86**

.9 Emergency Response Contingency Plans – Index

The Emergency Response Plans index was included in members' packages for information sharing purposes. Jo-Ann Labelle stated that the fire safety plan is updated yearly and all Emergency Response Plans are tested annually through a real or practice exercise. Our vulnerable Fire Safety exercise is done annually with the WN Fire Service, simulating an evacuation with a minimal amount of staff present.

.10 Critical Events – 2017-2018 Q3 + Q4 & 2018-2019 Q1

Reports for the listed periods were provided in members' packages and discussed. Jo-Ann Labelle noted that the reporting template will be updated after Accreditation and will include next steps with regards to plans of action and improving outcomes.

.11 Broader Public Sector Executive Compensation

The Memorandum with subject title "Update on Broader Public Sector Executive Compensation" was included in members' packages for information sharing purposes and discussion.

.12 NELHIN Amendment – Mental Health & Addictions Increase

The North East LHIN letter outlining a slight increase to the Mental Health budget was included in members' packages. A good discussion took place regarding the importance of MH & SA support and the opioid crisis that our community is currently facing.

.13 NELHIN Q4 Review – Briefing Note

A briefing note on the NELHIN Q4 Review was included in members' packages for information sharing purposes. The trends and pressures identified were discussed.

.14 Policies Review:

1. Board Self-Assessment Policy #730.74 & Appendix/Survey

Cynthia Désormiers stated that the current work plan will be brought to the next board meeting for review.

Moved by Sylvie Bélanger and seconded by Jamie Restoule.

«THAT THE BOARD SELF-ASSESSMENT POLICY #730.74 BE ACCEPTED AS PRESENTED. »

**Carried M-18-87**

2. Guidelines for the Selection of Directors Policy #730.19 & Appendix

Julie Duhaime requested further discussion on the definition of family and relatives as listed in Section 3 of Appendix A. This will be brought to the next meeting for additional discussion.

Moved by Renée Ragnitz and seconded by Julie Duhaime.

«THAT THE GUIDELINES FOR THE SELECTION OF DIRECTORS POLICY #730.19 BE ACCEPTED AS PRESENTED. »

**Carried M-18-88**

.15 Correspondence

Board Education Seminar information for a session in Sudbury was shared with the board members.

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**6. Closed Session**

Motion made by Eric Stevens and seconded by Mary Willemsen.

«THAT THE BOARD OF DIRECTORS ADJOURN THE OPEN SESSION FOR SEPTEMBER 10<sup>TH</sup>, 2018 AND MOVE INTO A CLOSED SESSION AT 20:18 HOURS. »

**Carried M-18-89**

**7. Adjournment**

The Meeting Effectiveness Survey was provided to members for completion.

Moved by Howard Longfellow and seconded by Daniel Richard.

«THAT THE MEETING OF THE BOARD OF DIRECTORS OF MONDAY, SEPTEMBER 10<sup>TH</sup>, 2018 BE ADJOURNED AT 21:01 HOURS. »

**Carried M-18-90**

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Collin Bourgeois, Chair

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Cynthia Désormiers, President & CEO

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