



## BOARD OF DIRECTORS

**Tuesday, October 9, 2018 at 18:30 hours (Board Room)**

### **- MINUTES -**

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Present:

Collin Bourgeois  
Howard Longfellow  
Dr. Klère Bourgault \*  
Cynthia Désormiers \*  
Jo-Ann Labelle\*  
Ryan Jeffers, CFO\*  
Julie Duhaime  
Sylvie Bélanger  
Mary Willemsen  
Renée Ragnitz  
Brenda Lumsden  
Josephine Rocheleau, Recorder\*

Regrets:

Dr. Vincenzo Susini \*  
Eric Stevens  
Daniel Richard  
Jamie Restoule  
Dr. Ben Lalonde\*

\* Non-voting Members

**1. Call to Order**

Meeting called to order at 18:32 hours by the Chair.

**2. Education Session/Presentation – Central Sterilization Department**

Kari Raymond provided a tour of the newly upgraded Central Sterilization department.

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

No conflicts of interest or pecuniary interest declared.

**4. Approval of Consent Agenda**

Moved by Sylvie Bélanger and seconded by Janet Parsons.

«THAT THE CONSENT AGENDA FOR THE BOARD OF DIRECTORS MEETING OF TUESDAY, OCTOBER 9<sup>TH</sup>, 2018 BE ACCEPTED AS AMENDED TO INCLUDE THE TRANSFER OF ITEM 4.5 HEALTH CARE QUALITY MINUTES – APRIL 9, 2018 TO THE REGULAR AGENDA FOR REVIEW:

- .1 PRESIDENT & CEO NEWSLETTER – OCTOBER 2018
- .2 BOARD OF DIRECTORS MEETING MINUTES – SEPTEMBER 10, 2018
- .3 MEDICAL ADVISORY COMMITTEE MINUTES – JUNE 21, 2018
- .4 FINANCE AND AUDIT COMMITTEE MINUTES - **NONE** -
- .5 HEALTH CARE QUALITY MINUTES – APRIL 9, 2018
- .6 ETHICS COMMITTEE MINUTES - **NONE** -
- .7 ALLIANCE CENTRE ADVISORY COMMITTEE MINUTES – JANUARY 25, 2018
- .8 WNGH FOUNDATION BOARD MINUTES – JUNE 12, 2018
- .9 BOARD MEETING EVALUATION RESULTS – SEPTEMBER 2018 »

**Carried M-18-91**

**5. Approval of Regular Agenda**

Motion made by Mary Willemsen and seconded by Renée Ragnitz.

«THAT THE REGULAR AGENDA FOR THE BOARD OF DIRECTORS MEETING OF TUESDAY, OCTOBER 9<sup>TH</sup>, 2018 BE ACCEPTED AS AMENDED TO INCLUDE:

5.6 HAPS/CAPS/LAPS UPDATE

5.13 HEALTH CARE QUALITY MINUTES – APRIL 9, 2018 REVIEW »

**Carried M-18-92**

**Regular Agenda:**

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

Dr. Klère Bourgault provided a verbal report on the September MAC meeting.

.2 Credentials Committee Recommendations

Moved by Julie Duhaime and seconded by Brenda Lumsden.

«THAT THE RECOMMENDATIONS ARISING FROM THE SEPTEMBER 20<sup>TH</sup>, 2018 CREDENTIALS COMMITTEE MEETING BE ACCEPTED AS PRESENTED. »

**Carried M-18-93**

.3 Accreditation Report

A briefing note was provided in member's packages for information sharing purposes. Jo-Ann Labelle reported that we received the basic level of Accreditation. A detailed report will be provided at the next Board meeting to include details on any unmet standards.

.4 CT Scanner Update

A briefing note was provided in members' packages for information sharing purposes. Cynthia Désormiers provided an update on the status of the CT scanner application.

.5 First 100 Days with Ford Government

An Environmental Scan and Next Steps for the OHA were included in members' packages for information sharing purposes. Cynthia Désormiers informed the group that the Ford government is looking for advice on healthcare efficiency with the establishment of 6 key tables. It was noted the role of small hospitals is crucial as we move forward. We are expecting to receive HIRF funding but we understand that HEEP funding has been discontinued.

.6 HAPS / CAPS / LAPS Update

Cynthia Désormiers shared with the Board that we have received notice from NELHIN on the Hospital Accountability Planning Submission (HAPS), the Community Accountability Planning Submission (CAPS) and the Long-Term Care Accountability Planning Submission (LAPS). A draft accountability agreement will be sent to the NELHIN as required with Board approved agreements to follow at the December Board meeting.

.7 Municipal Elections

Cynthia Désormiers advised the group of the upcoming municipal election and the potential appointment of a new municipal appointed Board member. The process and impact of this decision was discussed by the group.

It was then moved by Howard Longfellow, seconded by Janet Parsons and carried that:

«WHEREAS THE MUNICIPALITY ELECTION WILL TAKE PLACE OCTOBER 22<sup>ND</sup>, 2018 AND WHEREAS WE ENJOY A GOOD WORKING RELATIONSHIP WITH THE MAYOR AND COUNCILLORS, LET IT BE THAT THE BOARD OF DIRECTORS WILL SEND A CONGRATULATORY MESSAGE TO THE ELECTED MAYOR AND OUTLINE THAT WE LOOK FORWARD TO HIS/HER RECOMMENDATION PENDING BOARD APPROVAL ON A MUNICIAPL REPRESENTATIVE TO SIT ON THE HOSPITAL BOARD OF DIRECTORS IN ACCORDANCE WITH OUR CORPORATE BYLAWS. »

**Carried M-18-94**

.8 OHA Leadership Summit

A briefing note was provided in members' packages for information sharing purposes. Cynthia Désormiers discussed the OHA's forecasting objectives from the Leadership Summit. It was also suggested that the "Choosing Wisely" motto be brought to the forefront of Quality and Ethics committee meetings in an effort to reduce healthcare waste.

.9 Strategic Planning

Cynthia Désormiers informed the group that Neil Fox has agreed to be our strategic planning facilitator and suggested to begin development between November 13<sup>th</sup> and 15<sup>th</sup>. A doodle poll will be sent to members to tally date preference. It was discussed that priority should be placed on modernizing the strategic plan, and updating pillars, mission, vision and values. The strategic plan will need to be finalized at the Board level by March 2019.

.10 Critical Events – 2018-2019 Q2

Reports for the listed period were provided in members' packages for review and discussion. Jo-Ann Labelle shared the revision plans for the reporting templates. The new reports will include more detail, next steps for plans of action and improving outcomes, and will be shared at the next Board meeting.

.11 Policies Review

- Physician Assistant Agreement Policy #730.75

After review, it was moved by Brenda Lumsden, seconded by Mary Willemsen and carried.

«THAT THE PHYSICIAN ASSISTANT AGREEMENT POLICY #730.75 BE ACCEPTED AS PRESENTED. »

**Carried M-18-95**

.12 Correspondence

The following documents were provided in members' packages for information sharing purposes:

- OHA Letter – Bill 148
- Trillium Gift of Life Network 2017-18 Highlights Report
- OHA Annual Highlights

.13 Health Care Quality Minutes – April 9, 2018 Review

Jo-Ann Labelle discussed the staffing model in the Emergency Department, Nursing Care Unit, Complex Continuing Care Unit and Long-Term Care Unit. Staffing ratios for Registered Nurses, Registered Practical Nurses and Personal Support Workers were detailed and in line with other organizations.

**6. Closed Session**

Motion made by Julie Duhaime and seconded by Renée Ragnitz.

«THAT THE BOARD OF DIRECTORS ADJOURN THE OPEN SESSION FOR OCTOBER 9<sup>TH</sup>, 2018 AND MOVE INTO A CLOSED SESSION AT 20:05 HOURS. »

**Carried M-18-96**

**7. Adjournment**

The Meeting Effectiveness Survey was provided to members for completion.

Moved by Janet Parsons and seconded by Sylvie Bélanger.

«THAT THE MEETING OF THE BOARD OF DIRECTORS OF MONDAY, OCTOBER 9<sup>TH</sup>, 2018 BE ADJOURNED AT 20:26 HOURS. »

**Carried M-18-97**

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Collin Bourgeois, Chair

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Cynthia Désormiers, President & CEO