

**Listowel Wingham Hospitals Alliance
Board of Directors Meeting
Wednesday September 27, 2017
Listowel Memorial Hospital
Outpatient Building**

PRESENT:	Rosemary Rognvaldson, Chair	Gord Hunt	STAFF PRESENT:	Cherie Dolmage
	Bert Johnson	Penny Mulvey		Brent Boshart
	Debbie Miller	Hugh Clugston		
	Krishna Beharry	Doug Miller		Jennifer Johnston
	Dr. R. Latuskie	Trevor Seip		
	Tom Soltys			
	Karl Ellis	Shannon Maier		
ABSENT:	Dr. A. Qureshi	Dr. J. Shuffield		
		Dr. G. Antoniadis		
REGRETS:	Kris Dekker		REGRETS:	

1. CALL TO ORDER and WELCOME

Chair R. Rognvaldson called the meeting to order at 1848

2. APPROVAL OF AGENDA AND CONSENT AGENDA

Moved by: Bert Johnson

Seconded by: Penny Mulvey

THAT the LWHA Board of Directors Agenda for Wednesday September 27, 2017 be accepted and the following Consent Agenda reports be received as circulated

- Board of Directors Meeting Minutes of June 28, 2017
- LMH Foundation
- WDH Foundation

MOTION: CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interested declared.

4. BOARD EDUCATION - NO EDUCATION

4.1 Accreditation Preparation

- Review Accreditation Standards
- Review Required Organizational Practices
- Commonly Reviewed Documents
- Governance Functioning Tool Action Plan
 - K. Ellis provided examples of what information the accreditors may be looking for and the types of questions they may ask
 - High priority practices will be circulated in the next meeting package
 - Questions and concerns will be addressed at the next meeting

4.2 Patient Story

- S. Maier shared a positive patient story with the board from Wingham regarding family members being allowed to stay in rooms when resuscitation is taking place

- Patient stories will be regularly shared with the board in person or by video.

5. NEW BUSINESS / DECISIONS AND REPORTS

5.1 Board Work Plan 2017/2018

- Included in the package for review
- No comments were noted

5.2 Board Education Topics

- A list of potential topics was included in the package
- Suggest to have the Recruitment committees provide a presentation to the board
 - J. Johnston will talk to Kim and Jan about adding this to the May board meeting

5.3 CEO Objectives 2017/2018

- K. Ellis highlighted that the attachment are Organizational goals not CEO personal goals
- Need to make sure that everything on the list is achievable

5.4 Wingham and District Hospital Facility Improvement Project Progress

- K. Ellis summarized the report highlighting
 - Delay in construction due to structural deficiencies - waiting on steel to be manufactured and installed for reinforcement
 - Asbestos abatement – working ahead of the construction. Obtaining quotes from 3 different contractors for each piece of work rather than the entire project.

5.5 Mortgage Briefing Note

A lengthy discussion for the possibility of investigating alternate means of financing such as a debenture or private lending was held and after much debate the board agreed upon the RBC mortgage.

Moved by: Trevor Seip

Seconded by: Bert Johnson

THAT the LWHA Board of Directors authorizes establishing a mortgage of \$3 million from RBC. The loan to be secured by the Royal Oaks property, amortized over 25 years with a 60 month term at an expected current rate of 3.65%

MOTION: CARRIED

5.6 Chief Nursing Executive Report - S. Maier

Highlights from S. Maier's report included:

- Accreditation
 - Planning mock tracers for staff
 - Four meetings were held over the summer to review the Required Organizational Practices (ROP's)
 - Red flags from program action plans are 83% complete
- Maternal newborn steering committee has been formed
 - With the Boards approval in place the improvements to the OB department will begin in the very near future
- Pharmacy Coordinator Position
 - Interviews have taken place and hope to have an offer out shortly
- Float nurse trial
 - Since it was successful in Listowel it has now been implemented in Wingham
 - Investigating the possibility for the night Emergency Room nurse to float at both

sites when the volumes are lower after 11pm

5.7 Chief Executive Officer Report - K. Ellis

Highlights from K. Ellis report included:

- **Preschool speech and language services**
 - The Ministry of Health and Long Term Care reduced the funding for Listowel and Wingham
 - The Ministry of Children and Youth Services has provided us with equivalent funding under a one year agreement to continue to maintain our preschool speech and language services, however at some point we may have to make a decision if we are the best organization to provide speech and language services to school age children
- **Small Rural and Northern Funding**
 - Three projects have been approved with a total of \$1 million to be split between six hospitals to improve the electronic health record system

5.8 Move to Closed In Camera Session

Moved by: Krishna Beharry

Seconded by: Penny Mulvey

THAT the LWHA Board of Directors meeting move to the In Camera session and that staff remain.

MOTION: CARRIED

6. CLOSED IN-CAMERA SESSION

The in-camera minutes are under separate cover.

7. BOARD RECOGNITION OF QUALITY IMPROVEMENT

CT - patients are getting same day service - very good news

8. CORRESPONDENCE

8.1 Letter of Resignation

- ***J. Johnston will prepare a letter on behalf of the board to thank Janice for her service.***
 - ***Formal thank you will take place at the 2018 AGM***
 - ***Options to fill the position include***
 - ***Bringing names forward***
 - ***Post on website and social media - J. Johnston to notify board members when the notice has been posted***
- ***Committee of the Whole meeting packages, Board of Director meeting packages and important documents***
 - ***Will no longer be sent out electronically***
 - ***They will be place on the Board only section of the website, which is password protected, and paper copies will be provided***
 - ***An email will go out stating that packages/documents have been posted and are available for pick up.***

- 8.2 Professional Staff Credentialing
- 8.3 Governance Centre of Excellence Survey Results
- 8.4 Acronyms

9. COMMUNICATION REQUIRED FOLLOWING BOARD MEETING

-

10. DATE OF NEXT MEETING

- Wednesday, October 25, 2017 - need to make a quorum call before the 25th
- Wingham and District Hospital Board Room
- 1700 Hours

12. MEETING EFFECTIVENESS EVALUATION

- New Quality reports are great

13. ADJOURNMENT

Moved by: Bert Johnson

THAT there being no further business the LWHA Board of Directors meeting be adjourned at 2109 hours.

Rosemary Rognvaldson, Chair

Karl Ellis, Secretary