

**Listowel Wingham Hospitals Alliance
Board of Directors Meeting
Wednesday October 25, 2017
Royal Oaks Health and Wellness Centre
Board Room**

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

1. CALL TO ORDER and WELCOME

Chair R. Rognvaldson called the meeting to order at 1838

2. APPROVAL OF AGENDA AND CONSENT AGENDA

Moved by: Bert Johnson

Seconded by: Trevor Seip

THAT the LWHA Board of Directors Agenda for Wednesday October 25, 2017 be accepted and the following Consent Agenda reports be received as circulated

- Board of Directors Meeting Minutes of September 27, 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

- Examples of possible questions the Board of Directors could be asked by the accreditors were reviewed
- S. Maier will send a the Ethical and Quality Framework to the Board
- J. Johnston will send the Board's role in privileging document out as well as the Decision Making document and will add to the board only section of the website
- Pre-accreditation - Risk from an organizational point of view - send to board
- T. Seip, G. Hunt, H. Clugston, Dr. Latuskie or Dr. Antoniadis have all volunteered to attend the Governance discussion with the accreditors
 - J. Johnston will send a follow up email out prior to accreditation to find out who will be attending .

5. NEW BUSINESS / DECISIONS AND REPORTS

5.1 Strategic Planning / Communication Committee Meeting Briefing Note

Included in the package for review

- S. Maier and J. Leslie are going to open up an Instagram account on behalf of the Mother Baby program at LMH
- Communication Plan 2016-2018 was included in the package for review
- Retreat Topics
 - Committee member D. Miller suggested having a session with all the topics presented discussed in a group format while a scribe records important points from the discussion
 - The Committee would prefer a longer session on a Wednesday night rather than a Saturday
 - Will be discussing moving the Retreat to the fall rather than hosting in the spring
 - The board would like a status report from the discussions at the last retreat

5.2 Winham and District Hospital Facility Improvement Project Progress Report

- Structural issues have been dealt with, the contractor is still sticking to their timelines despite the setback with the structural issues
- Construction is noisy and disruptive to patients, contractor is very understanding of this and has been good to deal with

5.3 Chief Nursing Executive Report - S. Maier

Highlights from S. Maier report included:

- Change day
 - LWHA is participating in change day which is promoting improvement to quality passionate care within Ontario by making a pledge for a positive change
 - Several pledges have been brought forward from frontline staff and leadership so far
- Accreditation
 - Staff are busy preparing
 - Standards and required practices are continuously being implemented into daily work
- Redevelopment

- Pharmacy - determining the new work flow for mixing chemotherapy
- Medical Device Reprocessing Department (MDRD) - drawings are being modified to accommodate equipment
- The OR will be closed during construction, working on setting up a temporary procedure room
- Emergency Department
 - A trial of a rapid assessment zone is will occur in the near future
 - if successful in Listowel it is something we will look at in Wingham
- Quality Council started to meet this week, will be reporting to the board

5.4 Chief Executive Officer Report - K. Ellis

Highlights from K. Ellis report included:

- Open visiting hour policy
 - LWHA is considering opening visiting hours to family and or friends if a patient requires support whenever needed
 - Policy and culture still has to be worked through
- CFO recruitment
 - Preferred candidate declined the job offer due to personal reasons
 - Will be interviewing two more possible candidates in the next two weeks
 - If these interviews do not go well we may get some assistance from an outside company with our recruitment efforts
- Physician recruitment
 - Geriatrician, Dr. Alex Peel recently met with the Wingham physicians regarding the need for local geriatric services
Dr. Ash Jarbo is an internal medicine specialist and Dr. Wijan Farholi is a family physician who recently visited Wingham. They currently live in Newfoundland and would like to relocate to Ontario. [REDACTED]
- Accessibility
 - The Wingham and District Hospital was selected for a review to confirm we are in compliance with the Accessibility for Ontarians with Disabilities Act
 - Our policies were sent into the ministry and we were informed we did not meet all of the requirements
 - A new policy has been drafted and will be going for approval at the leadership level next week
 - Redevelopment of the Wingham Hospital is intended to improve accessibility
- Budgets
 - Preliminary budgets are due to the South West LHIN late in November

5.5 Approval of Committee of the Whole Suggestion Motions

Moved by: Gord Hunt

Seconded by: Penny Mulvey

THAT the LWHA Board of Directors approves the Retention and Destruction Policy as presented in the Committee of the Whole meeting on October 25, 2017.

MOTION: CARRIED

Moved by: Trevor Seip

Seconded by: Bert Johnson

THAT the LWHA Board of Directors approves the recommendation to issue a Request for Proposal for Audit Services for the Listowel Memorial Hospital and the Wingham and District

Hospital.

MOTION: CARRIED

5.6 Move to Closed In Camera Session

Moved by: Hugh Clugston

Seconded by: Kris Dekker

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

S. Maier played a patient story for the board that was recorded during the radiothon on October 21st, 2017

8. CORRESPONDENCE

8.1 Wingham and District Hospital - 1967 Picture

8.2 Hospital Naming Approval Process

9. COMMUNICATION REQUIRED FOLLOWING BOARD MEETING

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10. DATE OF NEXT MEETING

- Wednesday, November 29, 2017
- Listowel Memorial Hospital Outpatient Building
- 1700 Hours

12. MEETING EFFECTIVENESS EVALUATION

- Recruitment discussion
 - Both Listowel and Wingham will have quite a few doctors retire in the near future
 - The Board is concerned that we will not be able to recruit new physicians to fill the retiring physicians vacancies
 - There will be approximately 5000 patients without a family doctor which will take at least 5 new physicians to roster that many patients
 - In the past, when a family physician retired, a locum was brought in to cover office hours and see orphan patients
 - The board would like a summary of what has been happening with recruitment efforts since the meeting in June

13. ADJOURNMENT

Moved by: Bert Johnson

THAT there being no further business the LWHA Board of Directors meeting be adjourned at 2027 hours.