

**Listowel Wingham Hospitals Alliance
Board of Directors Meeting
Wednesday March 25, 2015
Wingham and District Hospital
Board Room
0800 Hours**

PRESENT: Amy Miller, Chair
Andy McBride
Trevor Seip
Helen Rintoul
Gladys Peacock
Marc Pittock
Gord Hunt
Penny Mulvey
Dr. J. Shuffield
Dr. G. Antoniadis

Blair Burns
Kris Dekker
Krishna Beharry
Rosemary Rognavaldson
Tom Soltys
Marilyn Nichol
Bob Johns
Dr. R. Latuskie

STAFF PRESENT: Karl Ellis
Angela Stanley
Brent Boshart
Tim Lewis
Jennifer Johnston

PRESS PRESENT: Pauline Kerr

ABSENT: Craig Coghlin
Dr. A. Qureshi
Bert Johnson
Marg Carswell

CALL TO ORDER and WELCOME:

Amy Miller called the meeting to order at 631 hours and welcomed Pauline Kerr from the Wingham Advance Times and Sundeep Sodhi and Doug Miller from the Ontario Hospital Association.

1. APPROVAL OF AGENDA and DECLARATION OF CONFLICT OF INTEREST:

Moved by: Trevor Seip **Seconded by:** Penny Mulvey

THAT the LWHA Board of Directors approve the Agenda as amended:

Added 3.6

- Alliance Board Meeting Minutes of February 25, 2015

MOTION CARRIED

No conflicts of interest were declared.

BOARD OF EDUCATION: PRESENTATION FROM THE ONTARIO HOSPITAL ASSOCIATION

Mr. Miller and Mr. Sodhi from the Ontario Hospital Association introduced themselves and gave a brief introduction of their roles with the OHA. They presented a short video for the Board to view called A Time of Transformation.

Mr. Sodhi reviewed: the OHA Overview and Approach, the Operating Plan, The Vision and Values Plan, Strategic Directions, Member Engagement, Member Satisfaction Survey Results 2015, Priority Areas for 2014/2015, Leadership Mandates – Health System Reconfiguration, Patient Experience Strategy. The presentation concluded with Mr. Sudhi explaining “What to expect from the OHA”.

Mr. Miller spoke about the OHA’s new Education Centre has recently opened in Toronto. This facility can be used for web based conferences as well as physical presence courses.

2. NEW BUSINESS / BUSINESS ARISING:

None

3. DECISIONS and REPORTS:

3.1 Quality and Risk Committee

The Quality Improvement Plan (QIP) was presented in the package. Amy Miller explained the contents of the QIP for the Board members. Angela explained what a near miss is. The objectives are exactly the same for both WDH and LMH but we have to submit 2 documents.

Narrative changes – Minor wording changes were noted

Narrative was very well done.

Moved by: Marc Pittock

Seconded by: Andy McBride

THAT The Wingham and District Board of Directors approves that the 2015/2016 QIP Narrative and Work Plan to be submitted to Health Quality Ontario as presented.

MOTION CARRIED

Moved by: Kris Dekker

Seconded by: Rosemary Rognvaldson

THAT The Listowel Memorial Board of Directors approves that the 2015/2016 QIP Narrative and Work Plan to be submitted to Health Quality Ontario as presented.

MOTION CARRIED

3.2 Financial Operating Budget

Tim Lewis gave an overview of the operating budget. The team is comfortable with the process they used to build this budget and the work they have done analyzing this budget. We are confident that it reflects the hospital operations and is achievable.

Amy thanked Tim and his team for the hard work that has gone into this budget and in turn Tim thanked the managers.

Moved by: Trevor Seip

Seconded by: Gord Hunt

THAT The Wingham and District Board of Directors approves the 2015/2016 Wingham & District hospital 2015/2016 Operating Budget Plan.

MOTION CARRIED

Moved by: Tom Soltys

Seconded by: Bob Johns

THAT The Listowel Memorial Board of Directors approves the 2015/2016 Listowel Memorial Hospital 2015/2016 Operating Budget Plan.

MOTION CARRIED

Moved by: Penny Mulvey

Seconded by: Marc Pittock

THAT The Wingham and District Hospital Board of Directors approves the 2015/2016 Wingham & District hospital 2015/2016 Capital Budget Plan.

MOTION CARRIED

Moved by: Bob Johns

Seconded by: Kris Dekker

THAT The Listowel Memorial Hospital Board of Directors approves the 2015/2016 Listowel Memorial Hospital 2015/2016 Capital Budget Plan.

MOTION CARRIED

3.4 Chief Nursing Executive Report

Angela Stanley reviewed key items from the Chief Nursing Executive Report:

- The Pharmacy review took place in Wingham today. The chemotherapy underdosing issue in the province has driven these pharmacy reviews. We are not sure how frequently reviews will be done but WDH will likely be reviewed more frequently than LMH because of Oncology. We knew there would be work to do and there are 3 areas that we need to fix quite quickly. We received quite good feedback. The auditors will be at LMH tomorrow. The College of Pharmacists came up with the assessment criteria. There is currently no fee for these reviews. One interesting point that we learned is that all pharmacy's get the same amount of time for review no matter what the size. We will get a high level summary which will be posted publicly by the end of the year.
- The IV pump project is progressing quite well – WDH's IV pumps were at the end of their life so it was time to replace. Pumps at both sites will be standardized.
- We are working with the Rehab group at both sites to plan for the expansion of outpatient physiotherapy and inpatient rehab services. We anticipate we will need additional staff resources. Currently we don't provide physio 7 days a week but will in the future. Angela explained that the new model requires 3 hours of allotted rehab services per patient per day.
- We have received funding for our Senior Friendly program. There will be a group going to Toronto for training. This will be beneficial for seniors at both sites.

3.5 Chief Executive Office Report

Karl Ellis reviewed key items from the Chief Executive Officer's Report:

- Planned increases in rehab services are quite positive for the Wingham site. Wingham will become the hub of the alliance's rehab services. It is quite beneficial that we are dealing with both outpatients and inpatients funding at the same time.
- Cancer Care Ontario – the number 1 issue that we are addressing is uncertainty in total funding for 2013/14, 2014/15 and 2015/16. The uncertainty of funding is making planning difficult.
- Dawn Cleland retirement and Janet Brooks' departure has allowed us to look at our organization's structure. We hope to have something to announce next week regarding the org chart.
- We will be refreshing our values with the organization. We have 3 staff members working on this initiative - 1 that works at WDH, 1 that works at LMH and 1 that works at both sites. We will bring the outcome of this group back to the board in the fall. The values currently are not well understood and are not used as a guide post.
- Credit should go to a number of people for balancing the budget. It is nice to not have to go through staffing changes this year.
- There are contractor vehicles at school. One of our tenants is undertaking some renovations to have completed by their yearend. We anticipate a joint press release announcing their new space shortly.
- Today is Dr. Shubat's last day in the ER. He will still be practicing in Lucknow just not taking any more ER shifts.

3.6 Alliance Board Meeting Minutes of February 25, 2015

Moved by: Trevor Seip

Seconded by: Blair Burns

THAT the LWHA Board of Directors approve the Board of Directors Minutes from February 25th as amended:

- Penny Mulvey was absent at the last meeting and it was not noted in the minutes
- Hospital was spelt incorrectly in the heading

MOTION CARRIED

4. CONSENT AGENDA:

Moved by: Trevor Seip

Seconded by: Penny Mulvey

THAT the LWHA Board of Directors accepts the reports included in the Consent Agenda

MOTION CARRIED

5. IN-CAMERA MEETING:

Moved by: Trevor Seip

Seconded by: Gord Hunt

THAT the LWHA Board of Directors Meeting move to the 'In-Camera' session and that staff remain

MOTION CARRIED

In-Camera minutes are under separate cover.

Moved by: Trevor Seip

Seconded by: Krishna Beharry

THAT the LWHA Board of Directors Meeting move out of the 'In-Camera' session

MOTION CARRIED

6. COMMUNICATION:

Salary disclosure goes public next week. LMH had 27 pay weeks in 2015, which makes it appear as though some staff received a raise.

WDH Auxiliary has a number of events coming up – bake sale, fashion show, murder mystery, rummage sale, tag days.

LMH Auxiliary has their bake sale fast approaching.

7. ADJOURNMENT:

Moved by: Gladys Peakcock

Seconded by: Trevor Seip

THAT there being no further business the LWHA Board of Directors meeting be adjourned at 2047 hours.

Amy Miller, Chair

Karl Ellis, Secretary