

**Listowel Wingham Hospitals Alliance
Board of Directors Meeting
Wednesday April 22, 2015 @ 1830 Hours
Listowel Memorial Hospital
Outpatients Building**

PRESENT:	Amy Miller, Chair	Rosemary Rognvaldson, Co-Chair	STAFF PRESENT:	Karl Ellis
	Andy McBride	Kris Dekker		Angela Stanley
	Helen Rintoul	Krishna Beharry		Brent Boshart
	Gladys Peacock	Tom Soltys		Tim Lewis
	Marc Pittock	Marilyn Nichol		Jennifer Johnston
	Gord Hunt	Bert Johnson		
	Penny Mulvey	Dr. R. Latuskie		
			PRESS PRESENT:	Andrew Smith
ABSENT:	Trevor Seip	Blair Burns	Dr. G. Antoniadis	Dr. A. Qureshi
	Bob Johns	Marg Carswell	Dr. J. Shuffield	

CALL TO ORDER and WELCOME

Amy Miller called the meeting to order at 18:35 and welcomed Andrew Smith from the Listowel Banner.

1.0 APPROVAL OF AGENDA and DECLARATION OF CONFLICT OF INTEREST:

Moved by: Gord Hunt

Seconded by: Kris Dekker

THAT the LWHA Board of Directors approve the Agenda as amended with the following amendments:

- ❖ Senior Friendly Hospital Project was removed
- ❖ 3.5 – Auxiliary Reports
- ❖ 3.6 – Board Retreat Minutes
- ❖ 5.4 – HR Staffing

MOTION CARRIED

No conflicts of interest were declared.

BOARD EDUCATION: North Huron and North Perth Family Health Teams

Barb Major-MacEwan from the North Huron Family Health Team (NHFHT) presented Working Together to Better Care on behalf of the NHFHT and the North Perth Family Health Team (NPFHT).

The key points from the presentation included:

- Share a business manager
- Initiated Health Promoter / Data Analyst joint position
- Shared Board position – Hospital CEO sits on both Boards
- Quality Manager – replaced Health Promoter / Data Analyst
- Implemented joint policies and procedures

- Business decision support team
- Joint Board strategic planning retreat
- Common Mission / Vision elements
- Common Strategic Pillars
 - Our People and Processes (sharing)
 - Community Partnerships
 - Our Resources
 - Our Patients, Programs and Access
- NHFHT employs 14 / 15, NPFHT employs approx. 15 – combination of Nurse Practitioners, Nurses, Social Workers, Dieticians, Clerical staff etc.
- MOH put out a call for FHT's in 2006
 - Communities could apply for a FHT
 - FHT's have a Board that they report to so it's similar to hospital structure
 - Provide community based primary care for patients
 - Prior to FHTs would refer patients out to other agencies and wait lists were too long so bringing them all under one roof is better for the patient
 - FHT's are very integrated with the local docs
 - Separate businesses but clinically operate together
 - Operate under MOH direction
 - May be directed by the LHIN at some point
- Had problems in the past recruiting Nurse Practitioners and keeping them
- Nurse Practitioner clinics are held on weekends
 - 2 weekends of the month a Nurse Practitioner and a receptionist work at the NHFHT clinic
 - The physician in ER is the “backup” and support to the Nurse Practitioner working on the weekend.

2.0 NEW BUSINESS / BUSINESS ARISING:

Defer Senior Friendly Hospital Project report to next meeting

- Chief of Staff Evaluation was handed out and asked to be handed in when the meeting concludes
- Meeting schedules – 3 different options were distributed including moving to a Committee of the Whole system
- Rosemary explained the meeting schedule options
- Would like the Board to review the options and consider which option is the most appropriate
- Board to rank the options 1, 2, 3 and return to Rosemary by Friday April 24th
- Results will be circulated via email
- What is a Committee of the Whole?
 - Whole Board participates but meet as a committee rather than as a Board
 - Keeps all the Directors of the Board informed of all topics
 - Minutes only highlight certain points of each meeting
- Board Comments:
 - Committee of the Whole has its advantages
 - All Board members will have opportunity to participate in discussion

- Staff Comments:
 - There are benefits
 - Will be more staff work ahead of time with the Committee of the Whole
 - Current Board size may hamper effectiveness of a Committee of the Whole structure
 - Reduce the Board size before Committee of the Whole

3.0 DECISIONS AND REPORTS:

3.1 By Law Changes LMH

Article 5.03 – As presented

Article 5.04 – Change (c)

- ❖ Elected Directors shall be residents in the County of Perth, Huron, Wellington or Waterloo and live within 40 kilometres of the Listowel Memorial Hospital.

Article 5.05 – As presented

Article 5.06 – Change (b)

- ❖ No Director may serve as Chair, Vice-Chair or Treasurer of the Board for more than three (3) consecutive annual years in one (1) office; provided, however, that following a break in the continuous service of at least one (1) year, the same person may be re-elected or reappointed to the same office.

Moved by: Bert Johnson

Seconded by: Marilyn Nichol

THAT the Listowel Memorial Hospital Board of Directors recommends to carry the documented changes to the By Laws forward to the next Board Meeting

MOTION CARRIED

3.1 By Law Changes WDH

Article 5.03 – As presented

Article 5.04 – Change (c)

- ❖ Elected Directors shall be residents in the County of Huron or Bruce and live within 40 kilometres of the Wingham and District Hospital.

Article 5.05 – As presented

Article 5.06 – Change (b)

- ❖ No Director may serve as Chair, Vice-Chair or Treasurer of the Board for more than three (3) consecutive annual years in one (1) office; provided, however, that following a break in the continuous service of at least one (1) year, the same person may be re-elected or reappointed to the same office.

Moved by: Marc Pittock

Seconded by: Gord Hunt

THAT the Wingham and District Hospital Board of Directors recommends to carry the documented changes to the By Laws forward to the next Board Meeting

MOTION CARRIED

Discussion on Article 5.06:

- Why change it?
 - Treasurer position should be treated the same as the Chair and Vice Chair positions
- It was debated if the treasurer is qualified they should be able to stay as long as they are required in the role
- There may be other's that are just as qualified that could accept the position
- More of an oversight position rather than a hands on position

3.2 Board Nominations LMH:

- 4 board member terms expiring
- Robert Johns will resign at the AGM
- Craig Coghlin has resigned effective immediately
- Considering we are moving to 7 Board members we only have 1 spot to fill for the LMH board
- Suggestion - to keep the seat open for the year due to the fact that we intend to move to a 6 person Board the following year

3.2 Board Nominations WDH:

- Gladys Peacock will resign at the AGM
- Marg Carswell will resign in June of 2016
- Nominations will close in May

3.3 Chief Nursing Executive Report

Currently working through pharmacy inspection

- Will receive a high level summary from the College of Pharmacists:
 - We will see the summary before it's posted
 - College of Pharmacists will post it
 - Not sure what the summary will look like yet
- IV Pump replacement:
 - significant amount of work to prepare
 - transition from old pumps to new pumps has gone quite well
 - pumps are very easy to use
- Vacant positions :
 - currently quite a number of vacancies
 - all vacancies are posted internally as of now

3.4 Chief Executive Office Report

- Cancer Care Ontario funding:
 - Not clear to us what the funding looks like for smaller clinics
 - SW Regional Cancer Program started project on how to bring patients into smaller clinics
 - Our internal process in oncology is being looked at to be as efficient as possible
- Lab accreditation:
 - an extreme amount of preparation for lab staff and did extremely well
 - 2 inspections back to back has us feeling "over inspected"
- Financial results are being wrapped up:
 - Soft close of financial results has been completed

- Very close to previous forecasts
- Look to be in decent shape
- Preliminary layouts have been concluded in the school for the clinic
- Received good feedback from meeting with Mayors
 - All attended except Howick Township
- Good news from MOH regarding Capital Project in Wingham:
 - Have received written permission for stage 3 and a go ahead for stage 4
 - Stage 4 creates construction and tender documents.

3.5 Auxiliary Reports

Helen Rintoul reported on the Wingham and District Hospital Auxiliary:

- Auxiliary met this past week
- Discussed Auxiliary not having a dedicated position on the board
- Concerns about not being on the Board:
 - Voice will not be heard (what does having a voice mean?)
 - Liability insurance (will they still be covered)
 - Revision of By Laws
- Board Rep could attend Auxiliary Meeting to relay information
- CEO Board meeting summary can be sent to Auxiliary
- Need to have conversation about why the Auxiliary feels the need to be part of the Board
- Rummage sale was good, fashion show was good, bake sale was successful, spring sale coming up

Marilyn Nichol reported on the Listowel Memorial Hospital Auxiliary:

- Fundraiser Bake sale at the Listowel Greenhouse May 8th and 9th
 - Will receive 10% of all hanging basket sales those days from the Greenhouse

3.6 Board Retreat Minutes

Moved by: Penny Mulvey

Seconded by: Marc Pittock

THAT the LWHA Board of Directors approves the Board Retreat minutes of the meeting held March 28, 2015 as amended.

MOTION CARRIED

4.0 CONSENT AGENDA:

Moved by: Tom Soltys

Seconded by: Marc Pittock

THAT the LWHA Board of Directors approves the minutes of the meeting held March 25, 2015 as presented.

MOTION CARRIED

Moved by: Gord Hunt

Seconded by: Kris Dekker

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

MOTION CARRIED

5.0 IN-CAMERA MEETING:

Moved by: Gladys Peacock

Seconded by: Helen Rintoul

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: Bert Johnson

Seconded by: Tom Soltys

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

MOTION CARRIED

6.0 COMMUNICATION:

7.0 ADJOURNMENT:

Moved by: Tom Soltys

Seconded by: Bert Johnson

THAT there being no further business the LWHA Board of Directors meeting be adjourned at 20:44 hours.

Amy Miller, Chair

Karl Ellis, Secretary