

**Listowel Wingham Hospitals Alliance
Board of Directors Meeting
Wednesday October 28, 2015 @ 1835 Hours
Wingham and District Hospital Health Campus
Board Room**

PRESENT:	Rosemary Rognvaldson	Trevor Seip, Chair	STAFF PRESENT:	Karl Ellis
	Krishna Beharry	Andy McBride		Angela Stanley
	Tom Soltys	Gord Hunt		Cherie Dolmage
	Kris Dekker	Amy Miller		Brent Boshart
	Dr. R. Latuskie	Marg Carswell		Jennifer Johnston
		Marc Pittock		
		Dr. G. Antoniadis		
ABSENT:	Dr. A. Qureshi	Bert Johnston	Dr. J. Shuffield	
REGRETS:	Blair Burns	Penny Mulvey		Tim Lewis

1. CALL TO ORDER and WELCOME

Chair Trevor Seip called the meeting to order at 1835

2. APPROVAL OF AGENDA AND CONSENT AGENDA

Moved by: Kris Dekker

Seconded by: Tom Soltys

THAT the LWHA Board of Directors Agenda for Wednesday October 28, 2015 be accepted and the following Consent Agenda reports be received as circulated

- ♦ Board of Directors Special Meeting Minutes of September 16, 2015
- ♦ Board of Directors Meeting Minutes of September 23, 2015
- ♦ LMH Foundation
- ♦ WDH Foundation

MOTION: CARRIED

3. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interested declared.

4. BOARD EDUCATION - PRESENTED BY NICOLE JUTZI and MARK FOXTON

Nicole Jutzi, Wingham and District Hospital Foundation Coordinator, Campaign Manager and Mark Foxtton, Campaign Chair presented the Our Hospital Our Future Campaign to Support the Redevelopment of the Wingham and District Hospital to the Board.

- To date \$623,800 has been raised which is 15% of our \$4 million goal
- \$2,245,000 (56% of goal pending follow up)
- Hoping to make a milestone announcement in early 2016

5. OPEN SESSION / NEW BUSINESS

5.1 Strategic Planning and Communications Committee - Community Health Care Governance

- ♦ **Observer from Family Health Team**

- The MOH is looking for the LHINs to be more involved in the Family Health Teams
- Structure is disjointed now because the FHT's report up to the MOH and hospitals report to the LHIN
- We should be starting to think about working more closely with the family health teams because they may be part of the LHIN very shortly. We serve the same patients and improving transitions

of care is a benefit to the patients and providers.

- Possibility of having a FHT member attend one of our Quality and Risk meetings to try and establish a better relationship was raised
- No objections were declared to having observers from the Family Health Teams come to the Quality and Risk Committee of the Whole meeting

5.2 Risk Management Tool

- Tool itself was previously approved by the Board
- Following an Executive meeting we have done some work to complete the Risk Management Tool
- If something isn't understood or more information is wanted please let us know
- Presenting this detailed document now so Board members can get an understanding of the Tool
- Will be brought back on a future agenda for clarity
- Managers will revise the report so that it is more clear for Board members
- After the revision is reviewed Board members management will ensure mitigation strategies are in place for highest ranked risks.

5.3 Privacy Information Presentation - Personal Health Information Protection Act (PHIPA)

Brent Boshart gave a presentation entitled "Protection of Personal Health Information". Key messages included:

- PHIPA is an Ontario Legislation that came into effect November 2004
- Personal Health Information (PHI) is "identifying" information collected about an individual, whether oral or recorded
- Only minimum information should be collected
 - For example, our registration process has always been to request marital status but this is information that is not needed to provide care
- A significant privacy breach at LWHA, would be reported to the Information and Privacy Commissioner of Ontario's office
- In the future it will become mandatory to report every breach
- Provincial Privacy office has the right to issue orders that we have to comply with for a serious breach
- Every time a staff member looks at a chart with the same last name as them it is audited
- Patient has a right to ask who's looked at their information
- There are time outs on computers for when a chart is left open; but our staff is very well trained to be sure charts are closed out before leaving the computer and it is a relatively easy close out
- Our staff takes privacy very seriously
 - Chief Information Officer receives emails from staff weekly making him aware of the reason why a patient's chart was viewed

6 DECISIONS AND REPORTS

7.1 Chief Nursing Executive Report

A. Stanley reviewed key items from the CNE report included in the meeting package.

- Dr. Bonnie Marshall has indicated she would like to work with Emergency Room nurses and delirium patients
- Robbin Currie has accepted the position of Seniors Friendly Lead , she will be looking at the environmental scan and identifying areas where improvement is needed at both WDH and LMH
- Changes to systemic therapy clinic start on Tuesday November 2nd
 - Staff has been excellent throughout this entire situation

7.2 Chief Executive Officer Report

K. Ellis reviewed key items from the CEO report included in the package.

- Grand river cancer program patients are still unable to receive treatment in Wingham
 - Lisa Thompson has been engaged in this issue
- CT proposal was endorsed by the LHIN and will now go to the MOH
 - The MOH has 45 business days to review
 - There is a possibility that we may not hear anything for approximately 12 weeks
 - Will involve a change in designation of the hospital if approved by the MOH
- Kathy Blake, WDH oncology nurse obtained the de Souza Nurse Designation in October becoming only the 19th nurse in all of Ontario to reach this extraordinary milestone

7. CLOSED IN-CAMERA SESSION

Moved by: Kris Dekker

Seconded by: Tom Soltys

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

MOTION: CARRIED

The in-camera minutes are under separate cover.

Moved by: Gord Hunt

Seconded by: Marc Pittock

THAT the LWHA Board of Directors Meeting move out of the 'In-Camera' session and bring forth any items to the minutes of the open session.

MOTION: CARRIED

8. DATE OF NEXT MEETING

- November 25, 2015
- Listowel Memorial Hospital Outpatient Building
- 1700 Hours

9. CORRESPONDENCE

- South West LHIN Report on Performance Scorecard - 2015/16 Q1 Report
- Report on Primary Care Transformation

10. COMMUNICATION REQUIRED FOLLOWING BOARD MEETING

11. MOTION TO ADJOURN

Moved by: Andy McBride

Seconded by: Krishna Beharry

THAT there being no further business the LWHA Board of Directors meeting be adjourned at 2021 hours.

Trevor Seip, Chair

Karl Ellis, Secretary