



**Regular Board Meeting  
October 29, 2018**

**PRESENT**

K. Pristanski, Chair  
J. Foulds, Director

N. Gladun, Director  
E. Rutherford, Director

D. Murray, President & CEO  
C. Covino, Acting CNE/COO  
L. Haskell, CFO

S. Jean  
Director, FHT/Community  
Services

Dr. R. Dhaliwal, COS

J. Jean, Recorder

**REGRETS**

E. Wawia, Director

Dr. Doug Scott, FHT Lead

Dr. Robert Foulds,  
President, Medical Staff

---

**EDUCATION**

C. Covino, Senior Director Quality and Risk Management at TBRHSC, currently Acting CNE/COO for NDMH, provided a presentation on Enterprise Risk Management.

The Board agreed that the organization would benefit from Risk Management data specific to NDMH. C. Covino will make available this information at the November 2018 meeting.

**1.0 CALL TO ORDER**

K. Pristanski called the meeting to order at 5:32 pm.

**2.0 PATIENT STORY**

C. Covino shared a patient story of an outpatient requiring access to timely lab reports in advance of additional care in another health care facility. Working together with other health care providers, she was able to streamline the patient's care reducing multiple appointments to one, and eliminating the need for additional travel.

**3.0**

**3.1 QUORUM**

2/5 of voting members. Achieved.

**3.2 CONFLICT OF INTEREST**

There were no declarations of conflict of interest.

**3.3 APPROVAL OF AGENDA**

**MOTION #1**

Moved by - J. Foulds

Seconded by - N. Gladun

*"That the agenda be accepted as amended." Carried.*

### **3.4 CHAIR REMARKS**

K. Pristanski reported that he attended a Governance to Governance session via OTN on October 24<sup>th</sup>. The session discussed the new provincial government, and engagement with Hospitals and allied health professionals.

NW LHIN's CEO Dr. Rhonda Crocker Ellacott will be travelling in the near future to consult with the small hospitals.

Copies of the presentation were available for the Directors peruse.

### **4.0 MEETING MINUTES**

#### **4.1 Board**

The meeting minutes of the September 24, 2018 Board meeting were reviewed.

#### MOTION #2

Moved by - N. Gladun

Seconded by - E. Rutherford

*"That the Board meeting minutes of September 24, 2018 be accepted as presented." Carried.*

#### **4.2 Medical Advisory Committee (MAC)**

The meeting minutes of the October 10, 2018 MAC meeting were reviewed.

#### MOTION #3

Moved by - J. Foulds

Seconded by - N. Gladun

*"That the Medical Advisory Committee meeting minutes of October 10, 2018 be accepted as presented." Carried.*

### **5.0 REPORTS AND DISCUSSIONS**

#### **5.1 CEO Report**

D. Murray, discussed his recent attendance at the annual Board Retreat held in Manitouwadge. Presentations were made by Anthony Dale, President and CEO of the Ontario Hospital Association, Dr. Rhonda Crocker Ellacott, CEO of the NW LHIN and Marc Kealey, Chief Advocate of Kealey and Associates Inc. The common thread among the presentations was Health Care and Ontario's New Government". Copies of the presentations were provided to the Directors.

#### MOTION #4

Moved by - N. Gladun

Seconded by - J. Foulds

*"That the President and CEO report of October 2018 be accepted as presented." Carried.*

#### **5.2 Chief of Staff Report**

R. Dhaliwal, Chief of Staff reported that the Dr's Group has been successful in the recruitment of an additional physician and that the physicians are making use of the new ultrasound equipment regularly.

**MOTION #5**

Moved by - E. Rutherford

Seconded by - N. Gladun

*"That the Chief of Staff report of October 2018 be accepted as presented."* Carried.

**6.0 BUSINESS MATTERS**

**QUALITY**

**6.1 NDMH Quality Improvement Plans Q2**

The Quality Improvement Plan's progress for Q2 was reviewed by C. Covino.

**6.2 NDFHT Quality Improvement Plans Q2**

The Quality Improvement Plan's progress for Q2 was reviewed by S. Jean.

**6.3 Scorecard, Q2**

C. Covino reviewed other reporting requirements identified in the scorecard for Q2. Discussion took place around overnight observation is captured in ER wait time stats. C. Covino and R. Dhaliwal will meet to further discuss alternate way of capturing overnight observations. D. Murray to discuss with other hospitals of similar size in our region.

It was requested that C. Covino refine data on Acute Care Length of Stay (LOS) excluding Alternate Level of Care patients.

**6.4 LTC Compliance Report**

Ministry of Health and Long Term Care inspectors were on site from Oct 1<sup>st</sup> to 5<sup>th</sup>. C. Covino extended congratulations to all LTC staff for their commitment to resident care as was evident in the successful compliance report received. The Public Copy has been posted to the Resident's bulletin board on LTC. The LTC staff will be acknowledged.

**FINANCE**

**6.5 NDMH Finance, Q2**

L. Haskell provided the Disbursements for Q2. Summary by Department / Variance Analysis, and Summary of Operations / Variance Analysis were also provided and reviewed.

**6.6 NDMH Capital Summary, Q2**

L. Haskell reviewed Capital purchases for Q2.

**6.7 NDMH Telemedicine Nursing Submission**

Submitted to the LHIN as per NW LHIN reporting requirements.

**6.7 NDFHT Finance, Q2**

L. Haskell provided the Disbursements for Q2. Financial Performance / Variance Analysis, was also provided and reviewed.

## 6.8 NDFHT Organizational Performance

S. Jean reported on the following:

- Recent attendance at the 2018 Association of Family Health Teams of Ontario (AFHTO) conference
- RN started October 1<sup>st</sup>
- SRI Reporting is due to the Ministry on October 31<sup>st</sup>
- Mentorship agreement with D. Ward is finished as of October 31<sup>st</sup>
- Providing orientation to the new Planning and Program Coordinator
- Development of new metabolic program modeled after Manitouwadge's FHT
- Reports will be generated to capture how many calls are being missed for same day urgent care access
- Patient rostering

## 6.9 Board Self Assessment Survey

A link to the survey has been provided to us and will be emailed to Directors in order to complete the survey online. Directors are encouraged to complete and submit to the portal at their earliest convenience so the results can be returned to us for review.

## 7.0 OTHER

### 7.1 Health & Safety Committee Terms of Reference

The Terms of Reference has been revised to include an addition to the Committees functions and the use of the wording from the Occupational Health & Safety Act to better reflect the Composition of the Committee.

#### MOTION #6

Moved by - J. Foulds

Seconded by - N. Gladun

*"That the revised Health & Safety Committee Terms of Reference be accepted as presented."*  
Carried.

### 7.2 Policy / Procedure Review

The following documents were originally part of the administrative documents portfolio. They have been moved to the personnel document portfolio and the reference numbers have been amended to reflect this change.

#### MOTION #7

Moved by - N. Gladun

Seconded by - J. Foulds

*"That the following policies/procedures, be accepted as presented."* Carried.

- PER 09, Long Service Award
- PER 12, Retiring Employee Recognition

**7.3 September 2018 Meeting Effectiveness Results**  
100% Director satisfaction achieved at the September 2018 meeting.

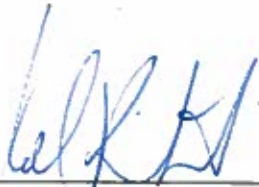
**8.0 IN CAMERA**  
MOTION #14  
Moved By – E. Rutherford  
Seconded By – J. Foulds

*"That the Board of Directors moves to In Camera at 7:31 pm."* Carried.

**9.0 DATE OF NEXT MEETING - Monday, November 26<sup>th</sup> 2018 @ 5:30 pm**

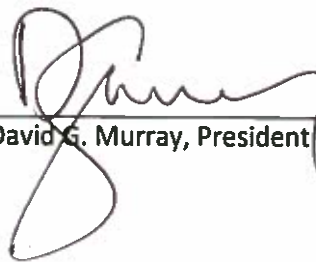
**10.0 ADJOURNED - 7:45 pm.**

**MEETING EVALUATION**



---

Kal Pristanski, Board Chair



David G. Murray, President and CEO