



**Regular Board Meeting
October 16, 2019**

<u>PRESENT</u>	K. Pristanski, Chair	E. Wawia, Director	E. Rutherford, Director
	R. Beatty, Director	C. Covino, CNE/COO	L. Haskell, CFO
	D. Murray, President & CEO	Dr. R. Dhaliwal, COS	J. Jean, Recorder
	S. Jean, Director		
	FHT/Community Services		
<u>REGRETS</u>	N. Gladun, Director	J. Foulds, Director	Dr. D. Scott, FHT Lead
		G. Mackenzie, Director	Dr. R. Foulds, President, Medical Staff

EDUCATION

Zero Tolerance of Abuse and Neglect of Residents

M. Boudreau, Nurse Manager provided a short video called “One is One Too Many” provided by the College of Nurses of Ontario. It demonstrates abuse in the nurse resident relationship.

M. Boudreau provided a presentation on the Long Term Care Homes Act, 2007 and Ont. Reg. 79/10 requirements of a Zero Tolerance of Abuse and Neglect Program. The Program ensures compliance with the Act and its Regulations and most importantly, confirms the Home’s commitment to the Fundamental Principles and Residents’ Bill of Rights.

Pamphlets relating to the Residents’ Bill of Rights and Zero Tolerance of Abuse and Neglect were provided.

1.0 CALL TO ORDER

K. Pristanski called the meeting to order 6:05 at pm.

2.0 PATIENT STORY

C. Covino shared a story which identified opportunities for seniors’ education. Suggestions included utilizing the local paper to provide:

- the Ontario Telehealth phone number in the Community Calendar
- general information about when to visit the URGENT Care Clinic / when to visit the ER Department
- Seniors’ health information and education
- Directory of community services

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 - R. Beatty

Seconded by - E. Rutherford

"That the agenda be accepted as presented." Carried.

4.0 MEETING MINUTES

4.1 Board

The minutes of the June 24, 2019 Board meeting were reviewed.

MOTION #2

Moved by - E. Rutherford

Seconded by - R. Beatty

"That the Board meeting minutes of May 29, 2019 be accepted as presented." Carried.

4.2 Medical Advisory Committee (MAC)

The minutes of the September 11, 2019 MAC meeting were reviewed.

MOTION #3

Moved by - E. Wawia

Seconded by - E. Rutherford

"That the Medical Advisory Committee meeting minutes of September 11, 2019 be accepted as presented." Carried.

4.3 Quality Committee

The minutes of the September 17, 2019 Quality Committee meeting were reviewed.

MOTION #4

Moved by - R. Beatty

Seconded by - E. Rutherford

"That the Quality Committee meeting minutes of September 17, 2019 be accepted as presented." Carried.

4.4 Board Strategic Planning

The meeting minutes of the Board Strategic Planning session of September 18, 2019 were provided.

4.5 Medical Advisory Committee (MAC)

The minutes of the October 9, 2019 MAC meeting were reviewed.

MOTION #5

Moved by - R. Beatty

Seconded by - E. Wawia

"That the Medical Advisory Committee meeting minutes of October 9, 2019 be accepted as presented." Carried.

5.0 REPORTS AND DISCUSSIONS

5.1 Senior Management Report

C. Covino provided a report to the Board on the following:

- LTC Compliance
- Canadian Hospice Palliative Care Conference
- Strategic Planning
- Canada Revenue Agency Audit
- Staff Right Implementation
- Donations
- HIRF Update
- Capital Equipment Update
- Patient Safety Audit
- MOHLTC Application for LTC Beds

MOTION #6

Moved by - E. Wawia

Seconded by - E. Rutherford

"That the Senior Management report of October 2019 be accepted as presented." Carried.

5.2

Nipigon District Family Health Team Executive Director Report, September 2019

S. Jean provided a report to the Board on the following:

- RPN position
- New Programming
- PRIDE Celebration
- Cultural Awareness Training
- Recruitment of Social Worker
- Hike for Health Participation - Family Hike

MOTION #7

Moved by - E. Wawia

Seconded by - E. Rutherford

"That the NDFHT Executive Director report of September 2019 be accepted as presented." Carried.

5.3 Nipigon District Family Health Team Executive Director Report, October 2019

S. Jean provided a report to the Board on the following:

- Active Living Program
- Metabolic Program
- FHT Executive Directors' Meeting
- Addictions Program Care Coordinator (new position)
- RAAM (Rapid Access Addiction Medicine) collaboration efforts
- Urgent Care Patient Flow

MOTION #8

Moved by - E. Rutherford

Seconded by - R. Beatty

"That the NDFHT Executive Director report of October 2019 be accepted as presented." Carried.

6.0 BUSINESS MATTERS

6.1 Skills Inventory

Provided to Directors for completion.

6.2 Director Declaration and Consent

Provided to Directors for completion.

6.3 Patient Declaration of Values

The Excellent Care for All Act requires that this document be developed through public consultation. Although we are not required to develop a new Declaration, the Hospital would like to have a well documented review in order to ensure complete compliance.

This document has been reviewed by the PRFA Council, Quality Committee, and Department Heads thus far. Board Directors reviewed the document. No recommendations for changes were made.

6.4 Patient/Resident and Family Advisory Council Terms of Reference

The Committee's Terms of Reference were provided for review, with several recommended amendments.

MOTION #9

Moved by - E. Rutherford

Seconded by - E. Wawia

"That the Patient/Resident and Family Advisory Council's Terms of Reference be accepted as amended." Carried.

6.5 Quality Committee Terms of Reference

The Committee's Terms of Reference were provided for review, with several recommended amendments.

MOTION #10

Moved by - R. Beatty

Seconded by - E. Rutherford

"That the Quality Committee's Terms of Reference be accepted as amended." Carried.

6.6 Board Terms of Reference

The Board's Terms of Reference were provided for review, with minor recommended amendments.

MOTION #11

Moved by - E. Wawia

Seconded by - R. Beatty

"That the Board's Terms of Reference be accepted as amended." Carried.

6.7 LTC 20-01, Zero Tolerance of Abuse and Neglect of Residents

The revised document was provided for Board approval.

MOTION #12

Moved by - E. Rutherford

Seconded by - E. Wawia

"That Long Term Care Home's policy LTC 20-01, Zero Tolerance of Abuse and Neglect of Residents be accepted as presented." Carried.

6.8 LTC 20-02, Definitions of Abuse and Neglect of Residents

The new document was provided for Board approval.

MOTION #13

Moved by - R. Beatty

Seconded by - E. Rutherford

"That Long Term Care Home's policy LTC 20-02, Definition of Abuse and Neglect of Residents be accepted as presented." Carried.

6.9 LTC 20-03, Reporting, Notifying and Investigating Alleged, Suspected or Witnessed Incidents of Abuse or Neglect

The revised document was provided for Board approval.

MOTION #14

Moved by - E. Wawia

Seconded by - R. Beatty

"That Long Term Care Home's policy LTC 20-03, Reporting, Notifying and Investigating Alleged, Suspected or Witnessed Incidents of Abuse or Neglect be accepted as presented." Carried.

- 6.10 LTC 20-04, Licensee Reporting Using Decision Trees**
The revised document was provided for Board approval.

MOTION #15

Moved by - R. Beatty

Seconded by - E. Rutherford

"That Long Term Care Home's policy LTC 20-04, Licensee Reporting Using Decision Trees be accepted as presented." Carried.

- 6.11 LTC 20-05, Mandatory Reporting Requirements**
The new document was provided for Board approval.

MOTION #16

Moved by - E. Wawia

Seconded by - E. Rutherford

"That Long Term Care Home's policy LTC 20-05, Mandatory Reporting Requirements be accepted as presented." Carried.

- 6.12 LTC 20-06, Notifying Police**
The new document was provided for Board approval.

MOTION #17

Moved by - R. Beatty

Seconded by - K. Pristanski

"That Long Term Care Home's policy LTC 20-06, Notifying Police be accepted as presented." Carried.

- 6.13 LTC 20-07, Staff Reporting and Whistle Blowing Protection**
The revised document was provided for Board approval.

MOTION #18

Moved by - R. Beatty

Seconded by - E. Rutherford

"That Long Term Care Home's policy LTC 20-07, Staff Reporting and Whistle Blowing Protection be accepted as presented." Carried.

- 6.14 LTC 21-02, Critical Incident Reporting Requirements**
The revised document was provided for Board approval.

MOTION #19

Moved by - E. Wawia

Seconded by - E. Rutherford

"That Long Term Care Home's policy LTC 21-02, Critical Incident Reporting Requirements be accepted as presented." Carried.

FINANCE

7.1 Hospital Parking Directive

C. Covino executed the annual documentation that attests that we are in compliance with the Ministry's Parking Directive. The executed documents will be returned to the LHIN.

7.2 NDFHT Annual Operating Plan

S. Jean provided the document for the Board's peruse. The Annual Operating Plan was submitted to the MOHLTC in September 2019.

7.3 NDMH Finance, Q1 and Q2

L. Haskell provided the Disbursements for Q1 and Q2. Summary by Department / Variance Analysis, and Summary of Operations / Variance Analysis were also provided and reviewed.

7.4 NDFHT Finance, Q1 and Q2

L. Haskell provided the Disbursements for Q1 and Q2. Financial Performance / Variance Analysis, was also provided and reviewed.

7.5 Hospital Improvement Plan

L. Haskell and C. Covino participated in a teleconference with the LHIN to review the recent submission of NDMH's HIP. L. Haskell reported that the LHIN was extremely pleased with the submission. L. Haskell reviewed the Hospital Improvement Plan with the Directors.

MOTION #20

Moved by - E. Rutherford

Seconded by - E. Wawia

"That the 2019/20 Hospital Improvement Plan be accepted as presented." Carried.

On behalf of the LHIN, C. Covino expressed appreciation to L. Haskell for her excellent work.

8.0 FOR INFORMATION

8.1 Meeting Effectiveness Results, June 2019

100% Director satisfaction achieved.

8.2 Meeting Attendance Summary 2018/19

At the request of the Chair, the annual attendance summary will be revised to include only those voting members.

8.3 Flu Clinics

A schedule was provided to the directors. Additional Flu Clinics are advertised on the front page of the Nipigon Gazette.

"That the Board of Directors moves to In Camera at 7:50 pm." Carried.

8.0 DATE OF NEXT MEETING - November 25, 2019 @ 5:30 pm

**9.0 ADJOURNED - 8:38 pm.
MEETING EVALUATION**



Kal Pristanski, Board Chair



Cathy Covino, Chief Operating Officer