

WDMH Board of Directors
Tuesday, September 24, 2019– 5:00 p.m.
Dillabough Professional Centre - Boardroom

MINUTES OF MEETING

Director	Present	Regrets	Director	Present	Regrets
Mike Villeneuve, Chair		√	Maureen Taylor-Greenly	√	
Andy Barrett	√		Bruce Millar	√	
Renee Belhumeur	√		Michelle Perry		√
Cholly Boland	√		James Pitruniak (Chair of Meeting)	√	
Holly Brown	√		Shawn Sutton	Technical Difficulties	
Dr. Marilyn Crabtree	√		John Trickett	√	
Peter Krajcovic		√	Dr. B. Devin	√	
Lynn Dillabough		√	Marieke vanNoppen	Technical Difficulties	
Elinor Jordan		√			
Elise Guest	√		David Wattie	√	
Staff			Guest		
Michelle Blouin	√		Laura Landry – Patient Story	√	
Chris Barkley (Recorder)	√				

1. Call to Order

The meeting was called to order at 5:04 pm.

2. Declaration of Conflict of Interest

None declared.

3. Agenda Check-In

The following changes were noted:

Item 10 – Foundation Report – to be provided by Bruce Millar

Item 11 – Auxiliary Report – to be provided by Cholly Boland

4. Review of Minutes

Moved by Bruce Millar, seconded by David Wattie that the minutes of May 28 and June 18, 2019 be approved. Carried.

5. Patient Story

Laura Landry, Clinical Manager, shared a story of a poor patient experience resulting from a considerable delay in communication of findings due to assumptions by both physicians that the issue was being followed up. Strategies have been implemented to prevent this from occurring in the future.

6. Board Education

6.1 An Introduction to Gender Identity and Considerations for Health and Community Care Within a Rural Setting

Holly Brown presented an introduction to gender identity and considerations for health and community care within a rural setting. A glossary of terms was distributed in advance. Ms. Brown provided an overview of myths, facts, rural resources, gaps and considerations for developing safe(r) spaces.

8. Board Reports:

8.1 Quality Committee

The minutes of the September 19th Quality Committee meeting were distributed in advance for information. David Wattie, Acting Chair of Quality, highlighted the following:

- All members received an orientation to Quality
- An informative presentation was received on the hospital's Clinical Information System project
- The committee will receive a presentation on the sepsis screening tool used in Emergency

8.1.1 Senior Friendly Hospital Plan

Ontario hospitals are required to develop Senior Friendly Hospital Improvement Plans. WDMH's 2019/20 Senior Friendly Hospital Improvement Plan will focus on Functional Decline and Delirium which continue to be regional priorities for advancing Senior Friendly Hospitals this year. Additional initiatives include:

- Adopt/adapt and implement senior friendly physical design principles for WDMH by completing Senior Friendly Hospital Physical Environment Audit annually
- Continue to increase awareness of seniors' needs among hospital staff and physicians with an education module on the basic aspects of aging and needs of seniors in our facility
- Continue to increase staff capacity to better care for and serve our seniors with the *Gentle Persuasive Approach Education Module*

Moved by David Wattie, seconded by Elise Guest that the 2019/20 Senior Friendly Hospital Plan be approved as presented. Carried.

8.1.2 Patient Safety Report

The Patient Safety Report was received for information.

8.2 Medical Advisory Committee

Highlights from the Medical Advisory Committee meetings were included in the agenda package and distributed prior to the meeting.

8.2.1 Chief of Staff Appointment

The Interview Panel met on Tuesday, July 9th to interview three candidates for the position of Chief of Staff. The panel comprised:

- Board members Marieke vanNoppen and John Trickett
- Doctors Bhagirath (Residency Education Coordinator), Doyle (Chief of ER), Perron (Acting Chief of Obstetrics) and Rivington (Family Physician)
- Patient Representative Bill Shearing
- Lynn Hall
- Cholly Boland

Following the interview, there was a consensus to recommend Dr. Devin to the Medical Advisory Committee (MAC) to become Chief of Staff. During the afternoon of July 9th, MAC voted to recommend to the Board that Dr. Devin be appointed Chief of Staff.

Moved by John Trickett, seconded by Marieke vanNoppen that Dr. Brian Devin be appointed as the Chief of Staff. Carried.

8.2.2 Professional Staff Appointments

A number of new physician recruits were presented for approval. Approving privileges is one of the most important roles of the Board. The Medical Advisory Committee takes the approval of privileges seriously and all applications have had careful scrutiny.

Moved by Bruce Millar, seconded by Holly Brown that the physician privileges be approved as presented. Carried.

Dr. S. Deeb has submitted her resignation as Chief of Obstetrics. Dr. R. Perron will be the Interim Chief of Obstetrics until a new Chief is selected.

Professional Staff Modifications were presented for approval.

Moved by Andy Barrett, seconded by Bruce Millar that the Professional Staff Modifications be approved as presented. Carried.

Moved by Elise Guest, seconded by Renee Belhumeur that Dr. K. Goodwin's privileges not be renewed as recommended by the Medical Advisory Committee. Carried.

8.3 **Medical Staff Organization**

Dr. Crabtree reported that Medevision has recently merged with Metric Aid which is the scheduling software portion of Medevision. This will be an asset for the Emergency Department.

The EDIS (Emergency Department Information System) kickoff is scheduled this month.

8.4 Finance Report

The hospital's financial results for the period ended July 31st, 2019 shows a surplus from hospital operations of \$114,987 which is favourable by \$419,751 from the approved budget.

The main factors for the variance were reviewed in detail.

9. Report of CEO

The Ontario Health Agency has been tasked with merging six agencies and 14 LHINs. The timing has not yet been announced.

The Ministry has received 151 submissions for Ontario Health Teams, and has identified 31 of these to move forward and potentially become operationalized. The Upper Canada Health Team was identified as being in development and we are awaiting data from the Ministry to assist with further planning. The hospital has been invited to be part of two other Health Teams; one sponsored by CHEO and another one related to palliative care.

C. Boland attended the Foundation's Fun Day held in Ingleside. There were over 1000 attendees.

C. Boland, Dr. B. Steele and Dr. J. Burke will be partaking in the Dundas County Players Christmas production in December.

9.1 2019/2020 Strategic Priorities

C. Boland presented the proposed strategic priorities for 2019/20. Input was gathered during the strategic planning process for the new five-year strategic plan.

Some initiatives are already underway and others will start in the next 12 – 18 months. A work plan is being developed.

Moved by Elise Guest, seconded by Bruce Millar that the 2019/20 Strategic Priorities be approved as presented. Carried.

10. Report of Foundation

Bruce Millar reported on behalf of Foundation Chair Peter Krajcovic. Overall the Foundation reports a positive financial position. A summary of revenues and expenses was provided. The expense ratio is at 29.07%. The Foundation recently received a substantial donation from an estate. A number of activities are planned for the fall.

11. Report of Auxiliary

The Fall Luncheon for Past and Present Presidents was hosted at WDMH today. It was approved to disband the Ontario East Region. The WDMH Auxiliary has a number of fundraising activities

planned for the fall including a Ladies Night in Russell, the Annual Fall Bazaar, Christmas Puddings, and a Christmas Cheer Draw.

12 Governance

12.1 Executive Committee Minutes for Information

The minutes of the September Executive Committee meeting were received for information.

12.2 Annual Review of WDMH / Foundation Memorandum of Understanding

Mike Villeneuve and Peter Krajcovic to meet to review the Memorandum of Understanding.

12.3 Annual Board Assessment – Results

Scoring was positive on the annual assessment and it was encouraging to see a number of written comments. The following actions are recommended:

- Role of the Board – Governance vs Operations. A discussion / presentation will be scheduled for the spring education workshop, with an annual reminder about the governance role of the board
- Education – Board members to receive regular emails regarding upcoming courses through OHA
- CEO of Ontario Health Agency to be invited to future meeting
- Videoconferencing – board meetings to be offered via videoconferencing for those members unable to attend in person
- Board agendas – consider putting education session at end of agenda so sufficient time is allotted for items requiring more discussion
- In camera sessions – need to review process for in camera sessions

12.4 CEO Evaluation 2018-19

Chair Mike Villeneuve will communicate with Board Directors regarding a more streamlined approach for the CEO evaluation.

12.5 Meeting Evaluation Results – May 28, 2019

The results were reviewed. No questions came forward.

12.6 Meeting Evaluation – September 24th, 2019

A link to the September 24th meeting evaluation will be sent to Directors to complete.

13 Conference / Workshop Reports

No report.

14 Report of RHI Board

Dundas Manor is currently in a respiratory outbreak.

The Home is experiencing a severe staffing shortage; there are 15-20 part-time job vacancies with the majority being PSWs.

There has been no official public announcement regarding the redevelopment of Dundas Manor.

15 In Camera

No in camera session held.

16 Communication & Public Relations Considerations

16.1 Key Themes from Meeting

- *Holly Brown's presentation and education for the Board. This is important for WDMH given our Commitment Statement. It is great to have Ms. Brown's expertise on the Board*
- *Positive financial position*
- *2019/20 Strategic Priorities approved*
- *Successful year for the Foundation*

17 Next Meeting

The next meeting of the Board is November 26th, 2019.

18 Adjournment

There being no further business the meeting adjourned at 7:29 p.m.