



Board of Directors Regular Board Meeting  
 March 2, 2016  
**MINUTES**

V:\Minutes\Board of Directors Meetings\2016\Reg 02-036 minutes.docx

Approved – April 6/16

Present: Ed Enge ©; Brent Boyko – VC; Doug Moynihan, CEO; Joan McIntosh;  
 Sheron Suutari; Pat Halwachs; Kim Cross, CFO

Absent: Marj Lambkin, Marlene Davidson, Dr. Van Der Loo; Dr. Joanne Spencer,  
 COS; Esther Richards, CNO; Cathy Ducharme, Nurse Manager

Recorder: Bonnie Clairmont

	Action Req'd/Date
<p><b>1. <u>PRESENTATION- H. Desgroseilliers – Housekeeping/Laundry</u></b>            H. Desgroseilliers, lead hand, has been with AGH for thirty years. She described the housekeeping routine for the staff she manages and explained the different cleaning protocols used based on that room's needs (e.g., isolation). As well as the hospital, the housekeeping staff also clean three locum houses in town. H. Desgroseilliers then took the Board/staff on a tour of the laundry room and showed us the process laundry takes from coming in dirty at one end and leaving clean at the other. She explained how the washers can be programmed for customized wash types with the machine adding the necessary cleaning solutions. The hospital cleans between 10,000 – 11,000 pounds of laundry per month which includes hospital laundry, personal clothing for residents living here as well as laundry from the clinic, ambulance and locum houses. Board members complimented H. Desgroseilliers on the cleanliness of the laundry room and the efficiency of the laundry system and thanked her for her presentation.</p>	
<p><b>2. <u>CALL TO ORDER</u></b>            E. Enge chaired and called the meeting to order at 6:53 pm.</p>	
<p><b>3. <u>DECLARATION OF CONFLICT OF INTEREST</u></b>            None declared.</p>	

4. <b><u>AGENDA</u></b>	Action Req'd/Date
<p>The agenda was reviewed and accepted.</p> <p><b>MOTION: J. McIntosh/P. Halwachs</b>  <b>“That the Board approve the agenda for March 2, 2016.”</b>  <b>CARRIED 2016-017</b></p>	
<p><b>5. <u>CONSENT AGENDA</u></b></p> <p>The Consent Agenda was reviewed and accepted as presented.</p> <p><b>MOTION: P. Halwachs/B. Boyko</b>  <b>“That the Consent Agenda be approved as presented.”</b>  <b>CARRIED 2016-018</b></p> <p>With the adoption of the Consent Agenda, the following items were approved:</p> <ul style="list-style-type: none"> <li>a) Adoption of Regular Board Meeting Minutes of February 3, 2016.</li> <li>b) Acceptance of the Governance Committee Meeting Minutes of February 17, 2016</li> <li>c) Acceptance of the Medical Advisory Committee Report of January 20, 2016.</li> <li>d) Acceptance of the Medical Advisory Committee Report of February 17, 2016.</li> </ul>	
<p><b>6. <u>STRATEGIC DISCUSSION</u></b></p> <p><b>a. Report from the President and CEO</b>  See report attached to minutes.</p> <p><b>Project:</b> D. Moynihan reported that the concrete floor had been poured on the upper level. The manager from Mansfield was asked to catch up on project deadlines. A new schedule was issued for completion of the project by May, 2017 with the acute wing ready by August of this year.</p> <p><b>Workplace Excellence:</b> We had a 55% return on the staff surveys so we have extended the deadline to March 8<sup>th</sup> in hopes of getting more, valuable feedback from staff.</p> <p><b>Nursing:</b> Management went to union and formally proposed a new nursing plan. We are still recruiting for part-time RNs. Funding for the Diabetes program has been cut for the RN diabetes educator. The Dietician services will remain here.</p> <p><b>Integration/Regional Projects:</b> E. Enge and D. Moynihan will meet with T. Scholten and J. Beazley from Riverside Healthcare Facilities on Friday, March 4<sup>th</sup>.</p>	

<p><b>b. Quality/Patient Safety Report by Cathy Ducharme, Nursing Manager:</b> See report attached to minutes. D. Moynihan recapped C. Ducharme's report in her absence and noted the work of the lab staff processing over 600 tests in two days.</p>	
<p><b>7. <u>IN CAMERA SESSION</u></b></p> <p><b>MOTION: B. Boyko/P. Halwachs</b></p> <p><b>“That the Board move to an in-camera session of the meeting at 7:18 pm.”</b></p> <p style="text-align: right;"><b>CARRIED 2016-019</b></p>	
<p><b>8. <u>RETURN TO OPEN SESSION</u></b></p> <p><b>MOTION: M. Davidson/J. McIntosh</b></p> <p><b>“That the Board return to an open session of the meeting at 7:21 pm.”</b></p> <p style="text-align: right;"><b>CARRIED 2016-020</b></p>	
<p><b>MOTION: J. McIntosh/S. Suutari</b></p> <p><b>“That the Board approve the In-Camera minutes of February 3, 2016.”</b></p> <p style="text-align: right;"><b>CARRIED 2016-021</b></p>	
<p><b>9. <u>STRATEGIC DISCUSSION</u></b></p> <p>D. Moynihan distributed and reviewed the Analysis of Hospital Services for February, 2016. K. Cross commented on the Complex Continuing Care occupancy rate being over 100% the past two months. The Ministry has designated eight of our rooms for CCC patients. When those rooms are full, we use beds that designated active beds. We have 19 available hospital beds and currently 18 are in use.</p>	
<p><b>MOTION: P. Halwachs/B. Boyko</b></p> <p><b>Credentialing:</b> <u><i>Locum Appointments</i></u></p> <p><b>“That the following physicians:</b> <b>Dr. Shoan Kale                      Dr. Jessica Jean Roy</b></p> <p><b>be approved for reappointment to the locum staff for the remainder of the calendar year 2016.”</b></p> <p style="text-align: right;"><b>CARRIED 2016-022</b></p>	

<p><b>MOTION: B. Boyko/J. McIntosh</b>  <b>Credentialing:</b>  <u>Regional Staff Appointments</u>  <b>“That the following professional staff:</b></p> <table border="0"> <tr> <td>Dr. Ian Ayers</td> <td>Dr. Peter Cote</td> </tr> <tr> <td>Dr. Eric Davenport</td> <td>Dr. Graham Exley</td> </tr> <tr> <td>Dr. Romuald Ferre</td> <td>Ms. Mary Marguerite, Midwife</td> </tr> <tr> <td>Dr. Vivianne Freitas</td> <td>Ms. Sara Gleeson, NP</td> </tr> <tr> <td>Dr. K. Kothanda-Raman</td> <td>Ms. Krista Lysenko, Midwife</td> </tr> <tr> <td>Dr. Stephen McCluskey</td> <td>Dr. Robert Minty</td> </tr> <tr> <td>Dr. Frank Nigro</td> <td>Dr. Ryan Patchett-Marble</td> </tr> <tr> <td>Dr. Amit Patel</td> <td>Dr. William Posloski</td> </tr> <tr> <td>Dr. Jillie Retson</td> <td>Dr. Sandra Sas</td> </tr> <tr> <td>Dr. Blair Schoales</td> <td>Dr. Anthony Skehan</td> </tr> <tr> <td>Dr. Colleen Valente</td> <td>Dr. Tracy Wilson</td> </tr> <tr> <td>Mr. Jeff Yahn, NP</td> <td>Dr. Jehan Zaib</td> </tr> </table> <p><b>be approved for reappointment to the regional staff for the remainder of the calendar year 2016.”</b></p> <p style="text-align: right;"><b>CARRIED 2016-023</b></p>	Dr. Ian Ayers	Dr. Peter Cote	Dr. Eric Davenport	Dr. Graham Exley	Dr. Romuald Ferre	Ms. Mary Marguerite, Midwife	Dr. Vivianne Freitas	Ms. Sara Gleeson, NP	Dr. K. Kothanda-Raman	Ms. Krista Lysenko, Midwife	Dr. Stephen McCluskey	Dr. Robert Minty	Dr. Frank Nigro	Dr. Ryan Patchett-Marble	Dr. Amit Patel	Dr. William Posloski	Dr. Jillie Retson	Dr. Sandra Sas	Dr. Blair Schoales	Dr. Anthony Skehan	Dr. Colleen Valente	Dr. Tracy Wilson	Mr. Jeff Yahn, NP	Dr. Jehan Zaib	
Dr. Ian Ayers	Dr. Peter Cote																								
Dr. Eric Davenport	Dr. Graham Exley																								
Dr. Romuald Ferre	Ms. Mary Marguerite, Midwife																								
Dr. Vivianne Freitas	Ms. Sara Gleeson, NP																								
Dr. K. Kothanda-Raman	Ms. Krista Lysenko, Midwife																								
Dr. Stephen McCluskey	Dr. Robert Minty																								
Dr. Frank Nigro	Dr. Ryan Patchett-Marble																								
Dr. Amit Patel	Dr. William Posloski																								
Dr. Jillie Retson	Dr. Sandra Sas																								
Dr. Blair Schoales	Dr. Anthony Skehan																								
Dr. Colleen Valente	Dr. Tracy Wilson																								
Mr. Jeff Yahn, NP	Dr. Jehan Zaib																								
<p><b>MOTION: P. Halwachs/J. McIntosh</b>  <b>Credentialing:</b>  <u>Regional Staff Reappointments</u>  <b>“That the following medical staff:</b></p> <table border="0"> <tr> <td>Dr. Vincent Desa</td> <td>Dr. Vanessa Luks</td> </tr> <tr> <td>Ms. Lillian Alexandra Dunn, Midwife</td> <td>Dr. Lindsay McLeod</td> </tr> <tr> <td>Dr. Sarah Newberry</td> <td>Dr. Robert Nugent</td> </tr> <tr> <td>Ms Nicola Phipps-Wetelainen, NP</td> <td>Dr. John L Remus</td> </tr> <tr> <td>Dr. Sofia Ribchinsky</td> <td>Dr. Sayali Tadwalkar</td> </tr> <tr> <td>Ms Marylss Thiessen, NP</td> <td>Dr. Lea Veisher</td> </tr> </table> <p><b>be approved for reappointment to the regional staff for the remainder of the calendar year 2016.”</b></p> <p style="text-align: right;"><b>CARRIED 2016-024</b></p>	Dr. Vincent Desa	Dr. Vanessa Luks	Ms. Lillian Alexandra Dunn, Midwife	Dr. Lindsay McLeod	Dr. Sarah Newberry	Dr. Robert Nugent	Ms Nicola Phipps-Wetelainen, NP	Dr. John L Remus	Dr. Sofia Ribchinsky	Dr. Sayali Tadwalkar	Ms Marylss Thiessen, NP	Dr. Lea Veisher													
Dr. Vincent Desa	Dr. Vanessa Luks																								
Ms. Lillian Alexandra Dunn, Midwife	Dr. Lindsay McLeod																								
Dr. Sarah Newberry	Dr. Robert Nugent																								
Ms Nicola Phipps-Wetelainen, NP	Dr. John L Remus																								
Dr. Sofia Ribchinsky	Dr. Sayali Tadwalkar																								
Ms Marylss Thiessen, NP	Dr. Lea Veisher																								
<p>P. Halwachs reported on some upcoming AGH Foundation events. Naga, the Foundation Intern has created a new website for the Foundation. There will be a Wine and Cheese Gala as a kick-off for fundraising for the new wing of the hospital. Board are encouraged to invite people to attend.</p>																									

<p><b>10. <u>ADJOURNMENT</u></b></p>	
<p><b>With no further business, the meeting was adjourned: at 7:38 pm on a motion by B. Boyko/P. Halwachs</b></p> <p style="text-align: right;"><b>CARRIED 2016-025</b></p>	
<p>The next meeting date will be Wednesday, April 6<sup>th</sup> at 5pm.</p> <p>The next Quality Committee meeting is Wednesday, March 16<sup>th</sup> followed by the Governance Committee meeting. Finance Committee meets Monday, March 28<sup>th</sup> at 5 pm.</p>	

\_\_\_\_\_  
Ed Enge, Board Chair

\_\_\_\_\_  
D. Moynihan, CEO

---

**CEO Report to the Atikokan General Hospital Board  
Regular Meeting of March 2, 2016**

**Project**

After recent meetings with the project manager, architect and general contractor we were able to provide the ministry with an update on the schedule. The architect and general contractor forecast that they will be approximately 32% complete by March 31, 2016. The current project schedule shows us occupying the new acute wing in August of this year with total completion now slated for May 2017. We will continue to receive updates as the project progresses.

**Workforce Excellence**

The Nursing departments continue to struggle with vacancies and lack of staff. Excessive overtime is occurring among the senior staff, plus as reported in the Patient safety report, we have had a marked increase in admissions with a census sometimes near capacity. Management and the union have begun talks on some options to relieve the stress.

**Integration / Regional Projects**

- Health Links- AGH continues to work with Riverside Health Center, the LHIN, and other Health Service Providers in our Rainy River Integrated District to identify the high users in our system. The ministry is asking us to focus on those patients with four or more chronic conditions like mental health, addictions, palliative care, and frail elderly.
- The Ministry continues to request input to their Patient's First Proposal.
- Northwest Health Alliance - The CEO is on the board of this organization which aims to coordinate common shared services for all the hospitals and CCAC. We are presently working with a consultant to explore the benefits of expanding our services to some of the other 93 HSP's in our LHIN. We are researching possible new governance and cost sharing models. A report is due at the end of March
- Northwest Health Network – This group , made up of all the hospital CEOs plus the LHIN, CCAC and mental health received a proposal on the next steps for Computerized Provider order Entry (CPOE)
- The delivery of services in the diabetes program will be changing. The LHIN confirmed that they will cease funding the hospital for our .4 FTE nurse. These services will now be provided from the Family Health Team (FHT). We will continue to receive funding support for our dietician who will provide services from the FHT outreach location on Zuke Road. This decision has not been communicated yet to the public, but a communication to the clients/ patients will be forthcoming.

---

**Quality/Patient Safety Report – for March 2/16 Board Meeting****Laboratory**

Full Time MLT began training Feb 8, 2016. Training is expected to be complete by mid-April. This will bring the lab staffing level to full complement.

Lab director, Dr .Kerry MacDonald and executive director, Tanya Knopf were on site February 24 2016. New Executive director, Brenda Herdman was also in attendance. She is currently orientating to the new job. Tanya will retire March 18 2016. Fourteen agenda items were discussed.

Internal audit for Lab Accreditation is in process. Due date is June 8 2016.

An interesting statistic to reflect the lab efficiency under Karen Parker's leadership: on a normal day the lab would process about 150 tests. On February 22 & 23<sup>rd</sup> the staff processed over 600 tests. Compliments to the lab staff.

**Nursing**

Patient census has been quite high in ER and Inpatient Units. We have had to increase staffing with more nursing staff to meet the demands of patient care.

Continuing to recruit for nursing positions.

Remote ICU from TBRHSC (RRCR) via OTN is now including ORNGE in the call. This will help expedite and coordinate any transfer of care.

**Diagnostic Imaging**

The installation of the new x-ray equipment will be completed by AGH working as the general contractor. Awaiting MOH approval and then can complete time lines.

**ECW**

Residents continue to enjoy a variety of activities including local churches leading devotions, volunteers providing nail care, violin music, baking, and various groups leading singing. A bread machine was purchased this month and the Residents have been taste testing a variety of different types of bread each week. A 50 inch TV was purchased making it easier for Residents to watch movies and play Bingo.

We have a co-op student from AHS in the afternoons with us assisting our Recreationist/Volunteer Coordinator.

Transition to Janzens pharmacy is completed.