



Board of Directors Regular Board Meeting
 April 6, 2016
MINUTES

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Approved – May 4/16

Present: Ed Enge ©; Doug Moynihan, CEO; Joan McIntosh; Sheron Suutari; Marj Lambkin, Marlene Davidson, Dr. Joanne Spencer, COS; Esther Richards, CNO

Absent: Brent Boyko, VC; Pat Halwachs; Dr. Van Der Loo; Kim Cross, CFO

Recorder: Bonnie Clairmont

	Action Req'd/Date
<p>1. <u>PRESENTATIONS- W. Kempf- Wellness</u> <u>B. Kwasnicia – Human Resources</u></p> <p>W. Kempf shared with the Board the mission, values and objectives of the Wellness Committee. The Committee has monthly health and fitness challenges as well as recognizes a different department of the hospital each month. Two big initiatives the committee takes on is Mission Week and Spirit of Christmas week. Other fun activities planned for all AGH staff include pumpkin carving, BBQs and golfing, swimming and sliding parties as well as a fish derby and triathlon. S. Suutari commended W. Kempf for all the activities the committee offered to staff.</p> <p>B. Kwasnicia shared with the Board the history of human resources at AGH as well as its purpose and how it is doing now, and plans for the future.</p>	
<p>2. <u>CALL TO ORDER</u></p> <p>E. Enge chaired and called the meeting to order at 5:02 pm.</p>	
<p>3. <u>DECLARATION OF CONFLICT OF INTEREST</u></p> <p>None declared.</p>	
<p>4. <u>AGENDA</u></p> <p>The agenda was reviewed and accepted as presented.</p> <p>MOTION: J. McIntosh/M. Davidson “That the Board approve the agenda for April 6, 2016.” <b style="text-align: right;">CARRIED 2016-026</p>	

	Action Req'd/Date
<p>5. <u>CONSENT AGENDA</u> Governance Committee minutes of March 16, 2016 will be amended before approval to state that D. Moynihan had excused himself from the room during CEO Performance Review.</p> <p>The Consent Agenda was reviewed and accepted as presented.</p> <p>MOTION: M. Lambkin/J. McIntosh “That the Consent Agenda be approved as presented.”</p> <p style="text-align: right;">CARRIED 2016-027</p> <p>With the adoption of the Consent Agenda, the following items were approved:</p> <ul style="list-style-type: none"> a) Adoption of Regular Board Meeting Minutes of March 2, 2016. b) Acceptance of the HPRR Committee Meeting Minutes of March 8, 2016 c) Acceptance of the Quality Committee of the Board Report of March 16, 2016. d) Acceptance of the Governance Committee Report of March 16, 2016 e) Acceptance of the Finance Committee Report of February 29, 2016 f) Acceptance of the Financial Statements for period ending January 31, 2016 g) Acceptance of the Finance Committee Report of March 28, 2016 h) Acceptance of the Financial Statements for period ending February 29, 2016 i) Acceptance of the Medical Advisory Committee Report of March 30, 2016. 	
<p>6. <u>STRATEGIC DISCUSSION</u></p> <p>a. Report from the President and CEO See report attached to minutes.</p> <p>Analysis of Hospital Services: D. Moynihan pointed out there was a 36.5% increase in ER activity for March, 2016 compared to January, 2016.</p> <p>Project: D. Moynihan reported that they had a project meeting this morning. We are 37 – 38% through the project to date. Full completion of the hospital renovations is scheduled for the spring of 2017. The acute wing will be occupied by August of this year and renovations will begin on the existing hospital rooms. All asbestos has been removed from the building. D. Moynihan also reported that we have about 30 construction workers on the project which adds to the town’s economy. The roofs will be finished this week and the chiller will be up</p>	

<p>next week. Tours of the renovations can be arranged. M. Lambkin questioned why the project was delayed and D. Moynihan explained it was due to water and weather setbacks.</p>	
<p>b. Quality/Patient Safety Report by Esther Richards, CNO See report attached to minutes. E. Richards recapped the highlights of the items from the report.</p>	
<p>c. Finance/Governance Committee E. Enge discussed the usefulness of merging the Finance and Governance committees to reduce the number of meetings for our small pool of board members. He has been in contact with Board chairs from other hospitals in our area to discuss their committee meetings and shared a range of possibilities. We will defer looking for approval of the new committee until discussed further at the Governance/Finance meetings.</p>	
<p>7. <u>IN CAMERA SESSION</u></p> <p>MOTION: M. Davidson/J. McIntosh</p> <p>“That the Board move to an in-camera session of the meeting at 5:35 pm.”</p> <p style="text-align: right;">CARRIED 2016-028</p>	
<p>8. <u>RETURN TO OPEN SESSION</u></p> <p>MOTION: M. Davidson/J. McIntosh</p> <p>“That the Board return to an open session of the meeting at 7:00 pm.”</p> <p style="text-align: right;">CARRIED 2016-029</p>	
<p>MOTION: S. Suutari/J. McIntosh “That the Board approve the In-Camera minutes of March 2, 2016.”</p> <p style="text-align: right;">CARRIED 2016-030</p>	
<p>MOTION: S. Suutari/J. McIntosh Credentialing: <u>Active Re-appointment</u> “That the following professional staff: Dr. Ken Sawchuk be approved for reappointment to the active staff for the remainder of the calendar year 2016.”</p> <p style="text-align: right;">CARRIED 2016-031</p>	

<p>MOTION: S. Suutari/J. McIntosh Credentialing: <u>Locum Staff Re-appointments</u> “That the following professional staff: Dr. David McLaren</p> <p>be approved for re-appointment to the locum staff for the remainder of the calendar year 2016.”</p> <p style="text-align: right;">CARRIED 2016-032</p>	
<p>MOTION: J. McIntosh/S. Suutari Credentialing: <u>Courtesy Staff Re-appointments</u> “That the following professional staff: Dr. Kathryn Joyce Bean Dr. Terry Chung Dr. Delores Anne Sicheri</p> <p>be approved for reappointment to the courtesy staff for the remainder of the calendar year 2016.”</p> <p style="text-align: right;">CARRIED 2016-033</p>	
<p>MOTION: S. Suutari/J. McIntosh Credentialing: <u>Locum Staff Appointments</u> “That the following professional staff: Dr. Jean Mok</p> <p>be approved for appointment to the locum staff for the remainder of the calendar year 2016.”</p> <p style="text-align: right;">CARRIED 2016-034</p>	
<p>MOTION: M. Davidson/M. Lambkin Credentialing: <u>Regional Ordering Staff Appointments</u> “That the following professional staff: Ms. Megan Tlell Pearl Sargeant</p> <p>be approved for appointment to the regional ordering staff for the remainder of the calendar year 2016.”</p> <p style="text-align: right;">CARRIED 2016-035</p>	

<p>MOTION: M. Lambkin/M. Davidson Credentialing: <u>Locum Status Change to Associate Status</u> “That the following physicians: Dr. Vivian Ma Dr. Selena Matthews Dr. Mankadine Christina Mokone have their locum status changed to associate status as of April 18, 2016.”</p> <p style="text-align: right;">CARRIED 2016-036</p>	
<p>9. <u>ADJOURNMENT</u></p>	
<p>With no further business, the meeting was adjourned: at 7:03 pm on a motion by S. Suutari/J. McIntosh</p> <p style="text-align: right;">CARRIED 2016-037</p>	
<p>The next meeting date will be Wednesday, May 4th at 5pm.</p> <p>The next Governance Committee meeting is Wednesday, April 20th. Finance Committee meets Monday, April 25th at 5 pm.</p>	
<p>_____</p> <p>Ed Enge, Board Chair</p>	<p>_____</p> <p>D. Moynihan, CEO</p>

CEO Report to the Atikokan General Hospital

Regular Board meeting, April 6, 2016

Integration - Partnerships

Some interesting progress occurred from a number of different initiatives.

For example:

- The Health Links Business Plan was completed and is with the LHIN executive team for review and approval. We received much support from our AFHT regarding the proposed implementation of the plan.
- The Rainy River Regional Lab Board of Directors met and confirmed a new Executive Director.
- The Northwest Health Alliance (NWA) received a copy of the eHealth Strategic Plan for the LHIN region. This report has been several years in the making and will form the basis of improving information management so that quality of patient care improves, in the foreseeable future. The NWA also received the phase one report from the Shared Services Project Committee. This project will examine what shared services in our LHIN will add value to patient care, and how should the services be managed, funded and governed. The final report is due at the end of April. The Regional Pharmacy Program took another step forward whereby seven hospitals will be receiving pharmacy consulting services from pharmacists at Thunder Bay Regional Health Sciences Center. This program will make more effective use of resources and add more consistency to hospital based medication management.

Workforce – Engaged Employees

The debriefing of the Cultural Inventory Survey is scheduled for April 5 and more information will be provided at the board meeting.

A number of unplanned illness/absences along with a planned vacation created several critical vacancies during the month requiring staff to be flexible and pick up new tasks.

Project – Addition /Renovation

Progress continued on pouring the concrete floors, completing the roof structures, closing in exterior walls, and commencing the interior patient room walls. A more detailed update will be provided at the board meeting.

Quality/Patient Safety Report – For April 6th Board of Director’s Meeting

Infection Control/Quality/Risk Management

- The 2015-16 QIP Progress Report has been submitted. Marie is in the process of putting it up on the AGH website. The new targets for 2016-17 were signed off by the CEO and Board Chair and sent to Health Quality Ontario on April 1st.
- There will be an Infection Control Committee meeting in April.

Pharmacy

- Fridges (3) purchased through the Regional Pharmacy program have arrived and will be installed and calibrated with the Medispense carts.
- Inventory is complete – numbers look great!!
- Regional Pharmacy program is set to Go Live on April 4th. Carina Desramaux and Seija Rapino are the two full-time pharmacists hired and will work from the TBRHSC. They were both here on Tuesday, March 29 for a site visit.

Laboratory

- New Hematology analyzer is up and running
- New MLT training will be complete April 15th
- Contract MLT will be leaving April 18th – we thank her for all of her hard work over the past two years at AGH; she has been a part of many process improvements in the Laboratory
- Laboratory Charge Technologist/Quality Manager will be in Toronto April 11-13 to attend the Internal Audit Course. The course is offered through the Institute for Quality Management in Healthcare, Center for Accreditation and will be an asset in maintaining lab accreditation standards.
- Lab has applied for ISO 15189 Plus Accreditation certification along with the other hospitals in the Kenora /Rainy River Regional Lab Program – “ISO 15189 is the standard of choice for the accreditation of medical laboratories. It requires medical labs to standardize processes and procedures for both quality system and technical requirements, set up a no-blame environment that drives continual improvement, establish an interface with users and ensure the reliability and accuracy of test results.”

Radiology

- Robert will be attending the Radiation Safety Officer course in Toronto next week. Then an application to be assigned as AGH’s Radiation Protection Officer by the MOHLTC will be made. Dr. Sawchuk is currently our Radiation Protection Officer.
- The Ministry of Labour paid us a surprise visit to inspect our equipment and procedures in terms of worker safety (not patient safety-that is the Ministry of Health’s domain). The inspector stated that our department is better prepared than many of the sites he’s visited. He recommended purchasing a lead apron for X-Ray staff that has improved protection for our new machine, since the new digital suite operates at a higher maximum kilovoltage.
- Mid-May is the expected time for the removal of the old x-ray machine. The new equipment will be installed by late June. Katrina and Robert will undergo a week of training.

Nursing-ECW

- ECW is again at 100% capacity. Residents have enjoyed both St. Patrick’s Day and Easter celebrations this month. A volunteer has been coming in every week to bake with Residents and also entertains them with a sing-a-long. The spring season is being planned with Residents planting a variety of seeds to be placed outdoors when the weather is warmer.