

**Kemptville District Hospital
Board of Directors Meeting
Thursday, June 23, 2016
Grenville Mutual Community Room,
380 Colonnade Drive, Kemptville, ON
7:00 pm**

Minutes

1. **Call to Order:** L. Angus called the meeting to order at 6:55 pm.
2. **Regrets / Quorum:** Quorum was established.

Present:	L. Angus Dr. Leonard R. Noseworthy D. Ulrichsen	K. Cooper J. Wolfe A. Hysert M. Harrison	P. Currie R. Morais G. Poapst S. Saslove	F. Vassallo C. Chisholm J. Neubauer D. Hart
Regrets:	P-E. Cloutier	C. Burke	F. Onasanya	
Management/Staff and Guests:	M. Norenberg J. Read	A. Pinhey	C. Van Vliet	L. LeClair

3. **Re-affirming the Mission:** KDH's mission was re-affirmed by A Hysert, from her perspective.
4. **Client Centred Care:** J. Read shared both a compliment and a learning opportunity from patients, reviewing findings and what improvements were made as a result of investigating the complaint. The complaint was with regards to attitudinal behaviour in the ED, long wait times without explanation, and a perception of nurses engaged at the nurse's station. Further education for staff will be implemented on how their actions are perceived by patients, and to ensure that patients and families know what is happening in the department, including reasons for delays.

F. Vassallo added that these learning opportunities fit in with our campaign on Family and Patient-Centred Care, and in particular to promise in our Owner's Guide point #3 "We will answer any questions you may have and keep you informed about the reason for any delays." We will also follow up by adding this information into Health Matters. The new Directors were then provided with a copy of our "Owner's Manual" and "The patient experience starts here" button.
5. **Additions / Changes to the Agenda:** Although the CEO Report is on the Consent Agenda, F. Vassallo will have additional information which he will provide in a verbal report.
6. **Approval of Consent Agenda Items:**

Motion: On a motion duly moved, seconded and carried, the Board approved to receive for motion 7.4.1 Policy No. 17 Fiscal Advisory Committee Terms of Reference, 9.0 Approval of Previous Minutes: May 26, 2016, 10.1.1 BPSAA Year End Attestation / Declaration, and 10.1.2 H-SAA Attestation / Declaration, and to receive for information 7.6 IOG Progress Report, 10.1.3 Compliance Report, 10.1.4 CEO Report, 10.1.5 CNO Report, 10.2.1 CoS Report, 10.2.3 Medical Staff Officers and Committees 2016/2017, and 10.6 KDH Foundation Report.

7. Governance Committee

7.1 Committee Chair Report

The Governance Committee Chair provided a verbal report of the activities of the Committee including an update on a review of our Ethics Framework. L. LeClair has contacted our Ethicist to assist in creating a Board Ethics Policy, with an opportunity to use it to during a mock scenario (jointly with MAC and Board) including a new policy on Medical Assistance in Dying. Also noted was that through the Accreditation process, we now have a Directors Manual for Board members, which is a work in progress, but will be a great reference tool.

7.2 Election of Officers

Motion: On a motion duly moved, seconded and carried, the Board approved that K. Cooper be elected as Board Chair, R. Morais as Vice-Chair and P. Currie as Treasurer.

7.3 Board Officer and Committee Participation 2016/2017

Motion: On a motion duly moved, seconded and carried, the Board approved the 2016-2017 Board of Directors Officers and Committee Participation list as presented.

7.5 2015-2016 Board and Committee Education Report and 2016-2017 Education Survey

L. LeClair provided a brief summary of the report, noting that there were 47 educational opportunities on the list. Board members were asked to complete the 2016-2017 Board Survey on Educational Needs to assist the Governance Committee in preparing the Education Sessions for the coming year.

At 7:25 pm, L. Angus graciously turned the meeting over to K. Cooper as incoming Board Chair, who in turn thanked Lis for her hard work and dedication to the KDH Board.

8. **Education:** The Hospital Accountability Planning Submission (HAPS) overview and PowerPoint was presented by F. Vassallo and A. Pinhey, CFO/VP Operations, highlighting the KDH's reporting responsibilities and the processes involved.

10. Reports

10.1 Hospital

10.1.4 CEO Report

F. Vassallo provided information, in addition to his written report, on Bill 210- the Patients First Act, 2016. The OHA is lobbying the provincial government for not consulting the Volunteer Hospital Governance. We have responsibilities to do our due diligence, and Frank has met with our local MPP Steve Clark twice, and a third meeting is scheduled for June 24th. Steve has been collecting data which will be funnelled to the Province. Frank will meet with Bob Bell again to review the amendments before fall.

10.2. Chief of Staff

10.2.2 Credentialing

Motion: On a motion duly moved, seconded and carried, the Board approved hospital privileges for the following physicians, who have been credentialed as set out under Article 4 Appointment and Reappointment to Professional Staff of the Professional Staff Bylaws:

Re-Application	Application	Physician	Privilege Category
	✓	Dr. John BENNETT	Courtesy – Radiology (Realtime)
✓		Dr. Francis BERKMAN	Courtesy – S/OR (Surgical Assist)
	✓	Dr. Ramez HENDY	Courtesy – S/OR (Anaesthesia)
	✓	Dr. Hicham IBRAHIM	Courtesy – Dermatology
	✓	Dr. Steven OLIVER	Active – S/OR (Orthopaedics)
	✓	Dr. Michele RAMIEN	Courtesy - Dermatology
	✓	Dr. James P. RANDALL	Courtesy – S/OR (Orthopaedics)
	✓	Dr. Joel WOODLEY-COOK	Courtesy – Radiology (Realtime)

10.3 Quality and Safety Committee

10.3.1 Indicator Report

The Committee Chair provided a summary and review of the Quality and Safety Indicator Report.

10.4 Strategic Planning Ad hoc Committee

The final draft of the 2016-2019 Strategic Plan, including the Vision, Mission and Values, was presented.

Motion: On a motion duly moved, seconded and carried, the Board approved the Strategic Plan 2016-2019 including the Vision, Mission and Values as presented.

Motion: On a motion duly moved, seconded and carried, the Board approved that the Strategic Planning Ad hoc Committee be dissolved.

10.5 Corporate Services

10.5.1 Corporate Services Chair Report

P. Currie provided a verbal report of the Committee activities. KDH continues to work with the RVHS Executive. Michel Bilodeau has left the RVHS Board in a planned resignation. Due to this recent development, there is no RVHS report at this time but a report will be provided at our September meeting.


IT programs are all on track as planned, HR Indicators continue to be reported to the committee, and the Clinic Modernization Project has been reviewed by the architect. There were some trade-offs regarding layout vs cost, but the project is still on track. There is a contingency of a 5% variance built in to the budget. However, the Committee felt that the variance shouldn't hold up the project.

Motion: On a motion duly moved, seconded and carried, the Board approved that KDH proceed with the approval of the Clinic Modernization Project provided the final cost estimate not exceed the current cost estimate dated June 9, 2016 by \$100,000.

11. **Next Meeting:** Thursday, September 22, 2016, 6:30 PM at Grenville Mutual Community Room.
12. **Moved to In Camera session at 8:25 pm.** (Staff remained until 8:40)
13. **Moved out of In Camera at 9:00 pm.**
14. **Adjournment:** There being no further business, the meeting was adjourned on motion by C. Chisholm at 9:00 pm.



F. Vassallo, CEO



K. Cooper, Board Chair