

**Kemptville District Hospital  
Board of Directors Meeting  
Thursday, January 26, 2017  
Grenville Mutual Community Room,  
380 Colonnade Drive, Kemptville, ON  
6:30 pm**

**Minutes**

1. **Call to Order:** K. Cooper, Chair, called the meeting to order at 6:30 pm.
2. **Regrets / Quorum / Declaration of Conflicts:** Quorum was established and there were no conflicts declared.

Present:	L. Angus K. Cooper Dr. G. Leonard F. Vassallo	C. Burke P. Currie R. Morais	C. Chisholm M. Harrison C. Parsons	P.-E. Cloutier A. Hysert G. Poapst
Regrets:	J. Neubauer	F. Onasanya	S. Saslove	D. Ulrichsen
Management/Staff and Guests:	L. LeClair Christopher Fisher, UOHS, guest	A. Pinhey L. Mignault (Recorder)	J. Read	C. Van Vliet

3. **Reaffirm the Mission:** KDH's mission was re-affirmed by F. Vassallo.
4. **Client Centred Care:**

J. Read provided an overview of a compliment and a complaint received from patients and/or their family, along with the learning opportunities that were created as a result of the investigation of the complaint.

5. **Additions / Changes to the Agenda:** None.

K. Cooper welcomed Mr. Christopher Fisher, Executive Director of the University of Ottawa Health Services, to the Board meeting as the guest speaker for the Education segment.

6. **Approval of Consent Agenda Items:**

***Motion: On a motion duly moved, seconded and carried, the Board approved to receive for motion 8.0 Approval of Previous Minutes: November 24, 2016, 9.4.2 Policy No. 01 Delegation to the CEO, and 9.4.4 Policy No. 20 Corporate Services Committee Terms of Reference, and to receive for information 9.1.1 Compliance Report, 9.1.2 CEO Report, 9.1.3 CNO Report, 9.3.2 Performance Indicators – December 2016 Indicator Report, 9.4.5 Environmental Scan Update and Strategic Plan Review, 9.6 KDH Foundation Report and 9.7 KDH Auxiliary Report.***

Policy No. 18 Governance Committee Terms of Reference was removed from the Consent Agenda.

**7. Education: Christopher Fisher – “FHT, FHO, Fee for Service AFP (Alternate Funding Program)”**

C. Van Vliet introduced Mr. Fisher, Executive Director of the University of Ottawa Health Services (UOHS), and lead of the UOHS Family Health Team. Mr. Fisher provided an overview of the various primary care models, including physician compensation models, and interdisciplinary models, as well as LHIN Initiatives influencing primary care in Ontario. There were several questions asked by members on various aspects during his presentation. Mr. Fisher’s presentation will be made available on the Board Portal under Education.

*Mr. Fisher left the meeting at 7:30 pm, following his presentation.*

**9. Reports**

**9.2. Chief of Staff**

**9.2.1 Chief of Staff Report:**

Dr. Leonard provided a brief summary, referencing his written report, of the activities of the Physicians and the MAC.

**9.2.2 Medical Assistance in Dying (MAID) Policy**

Dr. Leonard provided an overview to the Board of the considerations, Policy, process, and the steps taken to develop the MAID service to be offered at KDH. He noted that Medical Assistance in Dying has been provided once to date in the North Grenville community, by a family physician. KDH has a table top exercise scheduled for the week of February 13, 2017, for all participating parties to go through the full process. The exercise will identify any changes or clarification required to ensure readiness in providing MAID. Discussion points to consider regarding this service were reviewed and the Board was comfortable with KDH providing this service for its community. The Board was also comfortable with the process followed in the preparation of this Policy. It was agreed that KDH would admit a person for the sole purpose of administering MAID.

K. Cooper provided a moment to allow the Board members time to reflect on the ethics, policy, discussion and the motion before them.

***Motion: On a motion duly moved, seconded and carried, the Board approved KDH providing Medical Assistance in Dying (MAID) at KDH.***

Further discussion ensued regarding communication of this decision. Suggestions included notifying physicians, which would allow them to discuss the service with their own patients, posting the service on our website, deemed to be more appropriate than issuing a press release, and including service providers such as long-term care homes in communications, as they are more apt to receive such a request. Confirmation will be forthcoming on the methods of communication about this service.

### 9.2.3 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. Muhammad BAYAT	Courtesy – Radiology Realtime Medical
	✓	Dr. Alberto CARLI	Courtesy – (S/OR – Orthopaedics)
	✓	Dr. Judith CORET-SIMON	Courtesy – Radiology Realtime Medical
	✓	Dr. Alexander CORET	Courtesy – Radiology Realtime Medical
✓		Dr. Janet MacLEAN	Courtesy – (S/OR – Internal Medicine)
✓		Dr. Christopher RAYNOR	Courtesy – (S/OR – Orthopaedics)
✓		Dr. Lawrence SCHNURR	Courtesy – (S/OR – Internal Medicine)
✓		Dr. Aviva STEWART	Courtesy – (S/OR – Anaesthesia)
	✓	Dr. Colin TAYLOR	Courtesy – Radiology Realtime Medical
	✓	Dr. Isabelle VALLEE	Courtesy - Emergency
	✓	Dr. Sheldon WIEBE	Courtesy – Radiology Realtime Medical

### 9.3 Quality and Safety Committee

#### 9.3.1 Quality and Safety Committee Chair Report

In the absence of D. Ulrichsen, K. Cooper provided a verbal report of the Quality and Safety Committee activities, including that the Ad Hoc Committee has met to begin the review of Board performance indicators for process and appropriateness, the review of the Quality and Patient Safety Toolkit, as well as work on the Quality Improvement Plan, which will be brought to the Board at its February 2017 meeting next month.

### 9.4 Governance Committee

#### 9.4.1 Governance Committee Chair Report

P.-E. Cloutier provided a verbal report on activities of the Committee, which has also met twice since the last report. The committee has reviewed policies, is addressing Chief of Staff Recruitment processes, and has reviewed a summary of highlights from the updated Environmental Scan as well as the Integration Report to the LHIN. The Executive Compensation Working Group has met and developed a work plan, recommending the use of a consultant to assist them in meeting the deadlines for the June submission and September completion.

**9.4.3 Policy Review: Policy No. 18 Governance Committee Terms of Reference.**

*Motion: On a motion duly moved, seconded and carried, the Board approved Policy No. 18 Governance Committee Terms of Reference, as revised with a further edit as follows:*

*Chair: The Chair of the Committee is the Vice Chair of the Board, or as otherwise determined by the Board.*

It was recommended that any changes to the Committee Terms of Reference be channelled through the individual committees or Committee Chair prior to Board presentation.

**9.4.6 Report on Integration Opportunities Reviewed by Kemptville District Hospital**

K. Cooper introduced the Integration Report to the LHIN. F. Vassallo provided a presentation entitled, ‘The Anatomy of Patient-Centred Outcome Driven Integration’ (distributed at the meeting), highlighting the need to focus on value-based health care delivery and outcomes. The report to the LHIN provides a review of KDH integration opportunities with hospitals and community partnerships, demonstrating that KDH is increasingly moving to integrate across the continuum of care and within different sectors; e.g., children and youth services, and education.

**9.5 Corporate Services**

**9.5.1 Corporate Services Chair Report**


P. Currie provided a brief summary of the activities of the Corporate Services Committee, including the necessity of holding a special meeting of the committee to approve the HAPS (i.e., the Budget) for submission to the LHIN. Due to short turnaround time, the HAPS will be approved by Committee, submitted to the LHIN, and brought before the Board in February. If there are any issues, it will be amended and resubmitted to the LHIN. The Board agreed to this process. The RVHS Service Agreement is now with RVHS Staff, and an update will be in the CEO Report once it is received back from RVHS.

**9.7. KDH Auxiliary Report**

K. Cooper acknowledged the recent passing of KDH’s oldest Volunteer, Katy Pomminville, and commended her dedication to providing support to the Auxiliary for so many years. C. Parsons, Auxiliary President, added that her contributions were conveyed at the Provincial level as well.

10. **KDH Board Action Registry:** No outstanding items to report.
11. **Next Meeting:** Thursday, February 23, 2017, 6:30 PM at Grenville Mutual.
12. **Moved In Camera at 8:50 pm on a motion moved.**
13. **Moved out of In Camera at 9:20 pm on a motion moved.**

- 14. Adjournment:** There being no further business, the meeting was adjourned on a motion moved at 9:20 pm.



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F. Vassallo, CEO



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K. Cooper, Board Chair