

**Kemptville District Hospital
Board of Directors Meeting
Thursday, February 23, 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 (Chair) F. Onasanya	C. Burke P. Currie D. Ulrichsen	C. Chisholm Dr. G. Leonard F. Vassallo	P.-E. Cloutier R. Morais (T)
Regrets:	M. Harrison G. Poapst	A. Hysert S. Saslove	J. Neubauer	C. Parsons
Management/Staff and Guests:	L. LeClair Nancy Naylor, guest	A. Pinhey Dr. Melanie Kohn, guest	J. Read Oris Retallack, guest	C. Van Vliet L. Mignault (Recorder)

3. **Reaffirm the Mission:** KDH's mission was re-affirmed by P. Currie.

K. Cooper welcomed guests Nancy Naylor and Dr. Melanie Kohn from the Ministry of Health and Long Term Care (MOHLTC), and Oris Retallack, KDH Patient and Family Advisor, to the meeting.

4. **Client Centred Care:**

Oris Retallack, a KDH Patient and Family Advisor, shared with the Board a patient story that focused on the challenges and barriers created by fragmented and uncoordinated care.

C. Van Vliet provided further insight on how KDH is focused, as part of our Strategic Plan, on addressing these challenges with Transitions in Care and on the bundled care project that the Hospital hopes to launch.

5. **Education: Nancy Naylor, Associate Deputy Minister, Delivery and Implementation, MOHLTC**

F. Vassallo introduced Nancy Naylor, Associate Deputy Minister, Delivery and Implementation, and Dr. Melanie Kohn, Director, Hospitals Branch, from MOHLTC. In her opening remarks, Ms. Naylor commended KDH on its demonstration of governance in action when faced with organizational challenges.

Ms. Naylor provided an overview of Bill 41: Patients First Act (Patients First). The presentation included updates on several critical components of Bill 41 such as the integration of LHINS and CCACs, the formation of LHIN Sub Regions and the LHIN oversight of Primary Care. There were several questions asked and comments made by members on various aspects during her presentation. Dr. G. Leonard, KDH Chief of Staff, shared his perspective regarding physician engagement and the unique aspects of small Family Health Organizations relative to the services they provide to small communities. F. Vassallo, KDH Chief Executive Officer and Chair of the Champlain Alliance for Small Hospitals, provided perspective on Bundled Care, the benefits of Small Hospital Transformation Funding, and on the strides KDH has made in reducing its Alternate Level of Care rate. Ms. Naylor indicated she appreciated the discussion and perspectives shared and that she would take several points back to the Ministry. The presentation will be made available on the Board Portal under Education.

Ms. Naylor, Dr. Kohn, O. Retallack, R. Morais and C. Van Vliet left the meeting at 7:45 pm, following the presentation.

6. **Additions / Changes to the Agenda:** Add Items 10.1.3 CO Report, 10.1.4 LSAA Attestation, and remove Item 8.0 KDH Foundation Presentation: Status Report on the Clinic Modernization Fundraising Feasibility Study. Members were reminded to update their Director Binders with the revisions that were distributed.

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

Motion: On a motion duly moved, seconded and carried, the Board approved to receive for motion 9.0 Approval of Previous Minutes: November 24, 2016, and January 26, 2017, and to receive for information 10.1.1 Compliance Report, 10.1.2 CEO Report, 10.2.1 Chief of Staff Report, 10.5.3 2016-2017 Q3 Financial Update, 10.5.4 Clinic Modernization Project, 10.6 KDH Foundation Report, and 10.7 KDH Auxiliary Report.

10. **Reports**

- 10.1 **Hospital**

- 10.1.3 **CNO Report**

The report was distributed at the meeting with no additional comments or concerns.

- 10.1.4 **Long Term Care Service Accountability Agreement (LSAA) Declaration**

Motion: On a motion duly moved, seconded and carried, the Board authorized the Board Chair to declare (Schedule E – Form of Compliance Declaration report) that KDH, to the best of the Board's knowledge and belief, has fulfilled its obligations under the Long Term Care Service Accountability Agreement in effect during the applicable period (i.e., January 1, 2016 – December 31, 2016), with no exceptions.

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. Sarah WARD	Courtesy - Emergency
	LoGS	Dr. Karan SHARMA	Courtesy – Infectious Diseases Telehealth to March 31 2017
	LoGS	Dr. Curtis COOPER	Courtesy – Infectious Diseases Telehealth to March 31 2017
	LoGS	Dr. Linda LACROIX	Courtesy – Hematology Telehealth to March 31, 2017

LoGS – Letter of Good Standing

10.4 Governance Committee

10.4.1 Governance Committee Chair Report

The Committee Chair provided a verbal report on activities of the Committee. The committee is currently looking at a skills assessment of current directors and director recruitment. Verbal reports were provided on Items 10.4.2 and 10.4.3.

10.4.2 Senior Management Remuneration – Executive Compensation

The Executive Compensation Working Group is progressing with its mandate. They have put forth a Request for Proposal (RFP) for a consultant to assist with the remainder of the group’s work in preparing and finalizing the Hospital’s submission. L. Angus provided an update on recent and upcoming activities including a timeline for key deliverables of this process, and the upcoming Ontario Hospital Association Conference for Chief Executive Officers and Board Chairs on the process. Discussion occurred regarding input from public consultations and staff.

10.4.3 Chief of Staff Selection Process and Recruitment

The Chief of Staff Job Description is finalized and the selection process is now being undertaken by the recently established Selection Committee. The advertisement for this position has been composed and will be posted with a closing date of March 31, 2017. The expectation is that we will have a new Chief of Staff by June 2017. Dr. G. Leonard was commended for his valuable input and assistance with this undertaking.

10.5 Corporate Services

10.5.1 Corporate Services Chair Report

The Committee Chair provided a verbal report of the activities of the Corporate Services Committee since the last meeting, including referencing a video of the Clinic Modernization project progression, IT plan, Rideau Valley Health Services, Risk Management and the Budget process.

10.5.2 2017-2018 HAPS and Capital Plan Budgets

A summary of the budget was provided by A. Pinhey. Comments and questions were raised by members, and addressed accordingly.

Motion: On a motion duly moved, seconded and carried, the Board approved the 2017/2018 HAPS and Capital Plan Budgets as presented.

12. Next Meeting: Thursday, March 23, 2017, 6:30 PM at Grenville Mutual.

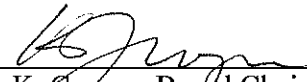
14. Moved In Camera at 8:25 pm on a motion moved.

Moved out of In Camera at 9:00 pm on a motion moved.

15. Adjournment: There being no further business, the meeting was adjourned on a motion moved at 9:00 pm.



F. Vassallo, CEO



K. Cooper, Board Chair