

**Kemptville District Hospital
Board of Directors Meeting
Thursday, April 27, 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) C. Parsons F. Vassallo	C. Burke P. Currie G. Poapst	C. Chisholm Dr. G. Leonard S. Saslove	P.-E. Cloutier R. Morais D. Ulrichsen
Regrets:	M. Harrison	A. Hysert	J. Neubauer	F. Onasanya
Management/Staff and Guests:	L. LeClair Dr. J. Kitts, President & CEO, The Ottawa Hospital	J. Read C. Love, Executive Vice- President and COO, The Ottawa Hospital	L. Mignault (Recorder)	C. Van Vliet

K. Cooper welcomed guests from The Ottawa Hospital, Dr. Jack Kitts and Mr. Cameron Love, to the Board meeting and followed with round-table introductions.

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

J. Read shared both a complaint and a compliment that were received from patients and/or their families, along with the learning opportunities that came as a result of the complaint resolution process.
5. **Education: Strategic Partnerships, presented by Dr. Jack Kitts, President and CEO, and Cameron Love, Executive Vice-President and Chief Operating Officer, of The Ottawa Hospital**

Dr. Kitts shared his thoughts on the importance of small hospitals and the sense of connection that comes from them, rather than a feeling of isolation. The Total Joint Replacement (TJR) program was highly successful due to the compassion and care provided at KDH. He indicated that this is the start of a new era: to strengthen the strategic partnership between KDH and TOH. This was further illustrated by a presentation that indicated the connection and combined vision that patients in the

Champlain LHIN, regardless of where they live, should have access to appropriate care, in an appropriate setting, and as close to home as possible.

Dr. Kitts shared how TOH approaches Physician and Staff Engagement; they conduct a Physician and Staff Engagement survey every three years. The top three priorities for staff in the surveys were: 1) To help them be well, 2) Keep them safe, and 3) Provide staff safety and wellness.

He also highlighted that the key attributes in choosing a strategic partner are Chief Executive Officer (CEO) willingness (with mutual respect and benefit), Medical Staff support and the Board’s support and direction.

Mr. Love spoke regarding regional planning and the ability to provide a unique opportunity for collaboration. The willingness of medical staff to integrate can create growth in services such as orthopedics, neurology, gynaecology, plastic surgery, and others. He stressed the importance of building relationships and partnerships based on trust and not on control. KDH attracts surgeons and physicians from the larger centres because of our operating room facilities and processes, opening the door for future growth and opportunity.

Dr. Kitts and Mr. Love left the meeting at 7:25 pm, following questions from members.

- 6. **Additions / Changes to the Agenda:** Change numbering of Agenda items 9.2.3 Credentialing and 9.3.3 Indicator Report to 9.2.2 and 9.3.2 respectively. Agenda item 9.6.1 Feasibility Study Report was moved to the in camera session.

7. **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: March 23, 2017, and to receive for information 9.1.1 Compliance Report, 9.1.2 CEO Report, 9.1.3 CNO Report, 9.2.1 Chief of Staff Report, 9.4.2 2017-2018 Officer and Committee Participation List, 9.4.3 Board Skills Matrix 2017 Results, 9.4.5 2017-2018 Operational Plan, 9.6 KDH Foundation Report and 9.7 KDH Auxiliary Report.

9. **Reports**

9.2 **Chief of Staff**

9.2.2 **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. Harinder DHALIWAL	Courtesy – S/OR (Gastroenterology)
	✓	Dr. Tahereh HOSSEINI	Courtesy - Emergency
	LoGS	Dr. Raymond CORRIN	Courtesy – Infectious Diseases -

			Telehealth
	LoGS	Dr. Linda LACROIX	Courtesy – Hematology – Telehealth
	LoGS	Dr. Alan TINMOUTH	Courtesy – Hematology – Telehealth

9.3 Quality and Safety Committee

9.3.1 Chair Report *(No report for April, 2017)*

9.3.2 Indicator Report

The following Indicators were reviewed: Quality of Care Indicator 29 Inpatient Adverse Events, Operations Indicators 11 Emergency Visits, 15 Complex Continuing Care (CCC) Days, and 17 ILTC RUG (Resource Utilization Group) Weighted Patient Days (RWPD). The Indicator Reports were presented by D. Ulrichsen, Chair of Quality and Safety, and C. Burke, Chief Nursing Officer. In response to questions posed by the Quality and Safety Committee, C. Burke provided additional detailed background information for each Indicator including Indicator Reports with more detailed narratives distributed at the meeting. The intent is that the in-depth analysis of the indicators will be more meaningful and provide a better sense of understanding to the members. If an indicator shows any repeating of issues or performance trends, it will then flag the Committee to address any potential issues.

9.4 Governance Committee

9.4.1 Chair Report

The Committee Chair, P.-E. Cloutier, provided a verbal report and update on the recent activities of the Governance Committee. P.-E. Cloutier and C. Van Vliet recently attended the OHA conference *Effective Governance Collaboration to Advance Integration*.

Action: P.-E. Cloutier will present an overview of the conference at the next Board meeting on May 25, 2017.

9.4.4 Chief of Staff Selection Committee

K. Cooper provided a verbal update on the Chief of Staff Selection Process. The Selection Committee has identified Dr. Penny McGregor as the successful candidate for the Chief of Staff position. Discussion was held regarding the process and rationale for the decision.

Motion: *On a motion duly moved, seconded and carried, the Board approved to appoint Dr. Penny McGregor as KDH Chief of Staff and Chair of the Medical Advisory Committee, effective July 1, 2017.*

At 8:05 pm, P.-E. Cloutier requested that Governance Committee Items 9.4.2 and 9.4.3 be moved off the Consent Agenda for a brief discussion.

9.4.2 2017-2018 Officer and Committee Participation List

A reminder was given to those members who wish to make any changes to their Committee interests for the upcoming Board year.

Action: All requests are to be submitted to P.-E. Cloutier by May 4, 2017, for discussion at the May 9, 2017, Governance Meeting. If members do not indicate any requested changes, their participation will remain the same for 2017-2018.

9.4.3 Board Skills Matrix 2017 Results

The Governance Committee has been progressing through the recruitment for one known Director vacancy for the 2017-2018 year, but has since learned that a second vacancy now exists due to a Director not seeking re-appointment. The initial steps to review current applications on file have been completed. A decision has been made to review the desired skills then search publicly, in hopes of filling the two vacancies in advance of the 2017 AGM.

C. Parsons, Auxiliary President, took the opportunity to express the need for KDH Auxiliary members, specifically a Vice President and Treasurer. Anyone who might know of potential candidates was asked to please forward them to her for consideration.

9.4.6. Senior Management Remuneration – Executive Compensation

9.4.6.1 Update Report

L. Angus provided a verbal report and update on Executive Compensation, and opened the floor for discussion and/or feedback from members. General discussion occurred, with the observation that the regulation is very clear; once the new framework is in place, the current wage freeze will be lifted, and the framework we adopt will establish new compensation caps for the designated positions. In that sense it will be a new wage freeze, but there will still be room for increases up to the cap, if the initial compensation levels are lower than the cap."

9.4.6.2 Draft Compensation Philosophy

The Draft Compensation Philosophy document was discussed briefly, and any comments, feedback or recommendations were requested to be forwarded in advance of the May 9, 2017, Governance meeting. Next steps include Board approval of the preliminary framework by June 30, 2017, followed by submission to the Ministry. Once approved by the Ministry, it will be made publicly available for a 30-day period for comments and feedback.

9.5 Corporate Services Committee

9.5.1 Chair Report (*No report for April, 2017*)

10. Action Item Registry

The Action Item Registry was reviewed and will be updated accordingly.


11. Next Meeting: Thursday, May 25, 2017, 6:30 PM at Grenville Mutual.


12. Brief recess at 8:23 pm.

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

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.


F. Vassallo, CEO


K. Cooper, Board Chair
