

**Kemptville District Hospital  
Board of Directors Meeting  
Thursday, May 24, 2018  
KDH Boardroom, Kemptville, ON  
6:30 pm**

**Minutes**

1. **Call to Order:** K. Cooper, Chair, called the meeting to order at 6:35 pm.
2. **Regrets / Quorum / Declaration of Conflicts:** Quorum was established and there were no conflicts declared.

Present:	C. Burke C. Chisholm K. Cooper (Chair) P.-E. Cloutier	P. Currie Dr. P. McGregor R. Morais J. Neubauer	F. Onasanya C. Parsons G. Poapst S. Saslove	D. Ulrichsen F. Vassallo
Regrets:	B. Baxter	M. Harrison	E. MacPherson	
Management / Staff and Guests:	R. Clayton B. Hale V. Kurup	L. LeClair L. Mignault (Recorder)	A. Pinhey J. Read L. Reidel	

3. **Additions/Changes to the Agenda:** None.
4. **Re-affirming Mission:** KDH's mission was re-affirmed by G. Poapst.
5. **Client Centred Care:** J. Read shared a compliment and complaint, including the learning opportunities as a result of the complaint investigation.
6. **Education:** Lou Reidel, Chief System Planning and Performance Officer, OHA, provided an education session on the current and future state of Small Hospital Funding and Health Hubs. In-depth discussion was held following the presentation with questions from the members.

*L. Reidel and V. Kurup left the meeting following the education session.*

**9. Reports**

**9.1 Corporate Services Committee**

**9.5.2 Audited Financial Statements and Report**

A. Pinhey gave a summary of the Audited Financial Statements at March 31, 2018, followed by R. Clayton of KPMG indicating there were no adjustments and no issues following the audit process.

***Motion: On a motion duly moved, seconded and carried, the Board approved the Draft Audited Financial Statements for the Year ended March 31, 2018, for presentation at the Annual General Meeting.***

R. Clayton left the meeting following his presentation.

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

***Motion: On a motion duly moved, seconded and carried, the Board approved to receive for information or approved for motion, items 8. Approval of Previous Minutes: March 22, 2018, 9.1.1 Compliance Report, 9.1.2. CEO Report, 9.1.3 CNO Report, 9.1.4 Strategic Dashboard Indicator Reporting Q4, 9.1.5 Enterprise Risk Management Dashboard May 2018, 9.4.2 2018-2019 Operational Plan, 9.4.3 2018-2019 Communication Plan Update, 9.4.4 Board Policy Review – Policy No. 4 Emergency CEO Succession, 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:***

<b>Re-Application</b>	<b>Application</b>	<b>Physician</b>	<b>Privilege Category</b>
	LoGS	Dr. Tara BAETZ	Temporary – Medical Oncology – Telemedicine – March 27 2018 to April 13, 2018
√		Dr. Frances BERKMAN	Courtesy – S/OR – Surgical Assist
√		Dr. Harinder DHALIWAL	Courtesy – S/OR - Gastroenterology
√		Dr. Jose PIRES	Courtesy – S/OR – General Surgery
√		Dr. Lawrence SCHNURR	Courtesy – Internal Medicine (change from Active)
	√	Dr. Susan ZHU	Courtesy – S/OR - Anaesthesia
	LoGS	Dr. Edgardo PEREZ	Courtesy - Psychiatry
	√	Dr. Vivien FRENKEL	Courtesy – S/OR – Surgical Assist
	√	Dr. Nina SINGH	Courtesy – Radiology Realtime Medical
	√	Dr. Anil SHASTRY	Courtesy – Radiology Realtime Medical
	LoGS	Dr. Michael PICKELL	Courtesy – S/OR - Orthopaedics
√		Dr. Nizar AL	Courtesy – Radiology

		NAKSHABANDI	Realtime Medical
√		Dr. John BENNETT	Courtesy – Radiology Realtime Medical
√		Dr. Christopher BROWN	Courtesy – S/OR – Orthopaedics
√		Dr. Bushra CHAUDRY	Courtesy – S/OR – Surgical Assist
√		Dr. Emily CONWAY	Courtesy - Emergency
√		Dr. Melissa FORBES	Courtesy – S/OR – Anaesthesiology
√		Dr. Mitchell FOX	Courtesy – Physical Medicine & Rehabilitation
√		Dr. Renata FRANKOVICH	Courtesy – S/OR – Surgical Assist
√		Dr. Lucas GIL	Courtesy – S/OR – Anaesthesiology
√		Dr. Keely E. GILES	Courtesy – Family Medicine
√		Dr. Spencer GUTCHER	Courtesy – S/OR – Anaesthesiology
√		Dr. Tahereh HOSSEINI	Courtesy – Emergency
√		Dr. Hicham IBRAHIM	Courtesy – Dermatology
√		Dr. Nadine KAEFER	Associate
√		Dr. Yvonne KAETHLER	Courtesy – S/OR – Anaesthesiology
√		Dr. Kevin LEONARD	Courtesy - Ophthalmology
√		Dr. Carla LIPAN	Courtesy – S/OR – Anaesthesiology
√		Dr. Patricia PETICCA	Courtesy – Endocrinology
√		Dr. Michele RAMIEN	Courtesy – Dermatology
√		Dr. James RANDALL	Courtesy – S/OR – Orthopaedics
√		Dr. Kenneth SABOURIN	Courtesy – S/OR - Orthopaedics
√		Dr. David SIMON	Courtesy – S/OR - Orthopaedics
	LoGS	Dr. Mark STEEVES	Courtesy - Orthopaedics (Telemedicine)
√		Dr. Richard WALDOLF	Courtesy – S/OR – Anaesthesiology
√		Dr. Sarah WARD	Courtesy - Emergency
√		Dr. Darryl YOUNG	Courtesy – S/OR - Orthopaedics
	LoGS	Dr. Raymond CORRIN	Courtesy – Infectious Diseases – Telemedicine
	LoGS	Dr. Sylvain GAGNE	Courtesy – Anaesthesiology – Telemedicine
	LoGS	Dr. Patrick SULLIVAN	Courtesy – Anaesthesiology – Telemedicine
	LoGS	Dr. Alan TINMOUTH	Courtesy – Hematology - Telemedicine

\* LoGS = Letter of Good Standing

### 9.3 Quality and Safety Committee

#### 9.3.1 Quality and Safety Committee Chair Report

D. Ulrichsen provided a verbal report on the Quality and Safety Committee meeting of May 10, 2018.

### **9.3.2 Critical Incidents**

The status of two critical incidents were provided to the Board by C. Burke, for the Board's information and review of the process being followed.

## **9.4 Governance Committee**

### **9.4.1 Governance Committee Chair Report**

R. Morais provided a verbal report on the Governance Committee meeting of May 16, 2018.

### **9.4.5 Board Recruitment**

*Motion: On a motion duly moved, seconded and carried, the Board approved that Jeff Nolan, Amy Yee, and Andrew Vignuzzi be elected to the KDH Board of Directors at the June 28, 2018, Annual General Meeting.*

### **9.4.6 Hospital Bylaws**

*Motion: On a motion duly moved, seconded and carried, the Board approved the changes to Hospital Bylaws, Article 1, Definitions and Interpretation and 4.1 Composition of the Board, as presented.*

### **9.4.7 Professional Staff Bylaws**

*Motion: On a motion duly moved, seconded and carried, the Board approved the changes to the Professional Staff Bylaws effective following the Annual General Meeting at June 28, 2018, as presented.*

### **9.4.8 Board Education Summary Report 2017-2018 and 2018-2019 Education Survey**

The Education Summary was reviewed with a request for members to complete the 2018-2019 Education Survey and return to the Board Management Office for inclusion in the Board planning. It was noted that Anthony Dale, CEO of the OHA, will be added to the list in lieu of the weather cancelation this spring.

### **9.4.9 Strategic Planning and Board Retreat**

Members were provided information regarding the next Strategic Plan and Board Retreat. The Governance Committee agreed to a form small Ad hoc Committee, chaired by P.-E. Cloutier. The Ad hoc will provide feedback to Senior Leadership and bring options to the Retreat that will facilitate process discussions as a Board. Discussion occurred regarding details of the Retreat and it was agreed that R. Morais and C. Chisholm would sit on the Ad hoc over the summer. Amy Yee and Jeff Nolan will be asked to participate as new Board Directors to share their perspective and insight.

## **9.5 Corporate Services Committee**

### **9.5.1 Corporate Services Committee Chair Report**


P. Currie provided a verbal report on the May 17, 2018, Corporate Services meeting.

- 10. **KDH Board Action Registry:** *No outstanding Actions.*
- 11. **Next Meeting:** Annual General Meeting, Thursday, June 28, 2018, 6:30 p.m. at Grenville Mutual, followed by the regular Board Meeting at 7:00 p.m.
- 12. *Brief pause.*
- 13. **In Camera:**  
Moved In Camera at 8:40 p.m. on a motion moved.  
Moved out of In Camera at 8:55 p.m.

*Motion: On a motion duly moved, seconded and carried, the Board approved that the Performance Amount payable pursuant to the CEO's employment contract, for the year ending March 31, 2018, be paid on the basis that the performance targets for that year have been achieved.*

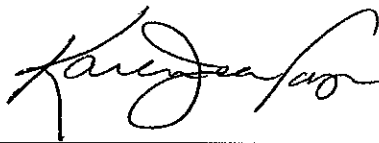
The Board wants to acknowledge the excellent work and performance by the CEO and COS during the last year.

- 14. **Adjournment:** There being no further business, the meeting was adjourned on a motion at 8:55 p.m.



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F. Vassallo, CEO



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K. Cooper, Board Chair