

**Kemptville District Hospital
Board of Directors Meeting
Thursday, February 28, 2019
Grenville Mutual Building, 380 Colonnade Dr., Kemptville, ON
6:30 pm**

Minutes

1. **Call to Order:** R. Morais called the meeting to order at 6:35 pm, followed by a welcome to all guests and a roundtable of introductions.
2. **Regrets / Quorum / Declaration of Conflicts:** Quorum was established. A conflict of interest was declared by Director J. Nolan with respect to Agenda Item 9.5.2 IT; he stated he would abstain from any discussion or action arising regarding this item.

The following Territorial Acknowledgement was made by Board Chair R. Morais:

In the spirit and understanding that we continue to gain in today's world, we would like to acknowledge the Algonquin nation, whose traditional and unceded territory we are gathered upon today.

Present:	B. Baxter K. Cooper R. Morais (Chair) K. Strackerjan	C. Burke P. Currie J. Nolan F. Vassallo	C. Chisholm E. MacPherson Dr. Z Saleh A. Vignuzzi	P.-E. Cloutier Dr. P. McGregor B. Steacy A. Yee
Regrets:	M. Harrison	J. Neubauer	S. Saslove	D. Ulrichsen
Management/Staff:	B. Hale	L. Mignault (Recorder)	J. Read	
Guests:	Dr. Steve Oliver, KDH Chief of Surgery	Kirsten Crain, Partner, BLG		

5. **Education:** Kirsten Crain, Partner, Borden Ladner Gervais, LLP presented on the subject of Quality of Care – The Board's Role. Areas highlighted included the Board's roles and responsibilities for ensuring that the hospital is being well-managed, that quality is maintained, the credentialing process, and a thorough review of Critical Incidents and Quality of Care Information Protection Act (QCIPA). Board members queried several aspects of the topics covered, and generated meaningful discussion.

R. Morais thanked all guests for attending the presentation, and Dr. S. Oliver and K. Crain left the meeting at 7:15 pm.

3. **Re-affirming Mission:** KDH's mission was re-affirmed by Amy Yee.
4. **Client Centred Care:** J. Read shared a compliment and complaint, including the learning opportunities.

6. Additions/Changes to the Agenda: None.

7. Approval of Consent Agenda Items:

Motion: On a motion duly moved, seconded and carried, the Board approved to receive for information or approval for motion, items 8.0 Approval of Previous Minutes: January 24, 2019, 9.1.1 Compliance Report, 9.1.2 CEO Report, 9.1.4 Strategic Dashboard Indicator Reporting, 9.1.5 Enterprise Risk Management Dashboard, 9.4.2 Board of Directors Policy No. 19 Quality and Safety Terms of Reference, 9.4.3 2018-2019 QIP Status Update & 2019-2020 KDH QIP Development, 9.5.2 IT, 9.5.3 RVHS, and 9.5.4 2018-2019 Q3 Financial Report.

9. Reports

9.1 Hospital

9.1.6 Long-Term Care Service Accountability Agreement (LSAA) Declaration

Motion: On a motion duly moved, seconded and carried, the Board approved that the Board Chair 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, 2018 – December 31, 2018) with no exceptions.

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 physician, who has been credentialed as set out under Article 7 Appointment and Reappointment to Professional Staff of the Professional Staff Bylaws:

Re-Application	Application	Physician	Privilege Category
	LoGS	Dr. Randa Berdusco	Courtesy – S/OR - Orthopaedics

* LoGS = Letter of Good Standing

STATEMENT OF COMPLIANCE

It is attested that currently there are no physicians practicing at Kemptville District Hospital who do not hold valid privileges.

9.2.3 Medical Staff Policies

Motion: On a motion duly moved, seconded and carried, the Board approved Medical Staff Policy 32 Credentialing, as reviewed and approved by the Medical Advisory Committee.

Dr. McGregor explained the rationale for the policy, which was reviewed with legal counsel and the Medical Affairs Committee to develop the draft. Dr. McGregor responded to general questions regarding the current credentialing process.

9.3 Governance Committee

9.3.1 Governance Committee Chair Report

P. Currie, Committee Chair, provided a verbal report on the Governance Committee meeting of February 19, 2019.

9.3.2 Paperless Meetings

Further insight was provided into the proposed shift to paperless Board meetings and agenda packages. The Board is encouraged to move towards a digital platform for agenda packages and for members to access Board information efficiently. Various avenues within our current IT structure are being reviewed as there is ample opportunity to accommodate this shift in process with minimal financial impact. The Governance Committee will be working on this over the next several months and will update the Board as we progress towards this goal.

9.4 Quality and Safety Committee

9.4.1 Quality and Safety Committee Chair Report

B. Hale, Committee Chair, provided a verbal report on the Quality and Safety Committee meeting of February 14, 2019.

9.5 Corporate Services Committee

9.5.1 Corporate Services Committee Chair Report

C. Chisholm, Committee Vice Chair, provided a verbal report on the Corporate Services Committee meeting of February 21, 2019.

9.6 Strategic Planning Ad Hoc Committee

9.6.1 Strategic Planning Ad Hoc Committee Chair Report

P.-E. Cloutier, Committee Chair, provided a verbal report on the progress of the Committee following the February 28, 2019 meeting.

10. **KDH Board Action Registry:** The Action Registry was reviewed and will be updated accordingly.
11. **Next Meeting:** Thursday, March 28, 2019, at 6:30 pm., Grenville Mutual.
12. *Brief pause.*
13. **In Camera:**
 - Moved in camera on motion at 8:00 pm.
 - Moved out of in camera on motion at 9:30 pm.
14. **Adjournment:** There being no further business, the meeting was adjourned on a motion at 9:30 pm.

Frank J. Vassallo, CEO

Robert Morais, Board Chair