

**Kemptville District Hospital  
Board of Directors Meeting  
Thursday, April 28, 2016  
Grenville Mutual Community Room,  
380 Colonnade Drive, Kemptville, ON  
6:30 pm**

**Minutes**

1. **Call to Order:** L. Angus called the meeting to order at 6:30 pm
2. **Regrets / Quorum:** Quorum was established.

|                                |  |                                  |                                       |   |
|--------------------------------|--|----------------------------------|---------------------------------------|---|
| Present:                       | L. Angus<br>Dr. Leonard<br>P-E. Cloutier (T)<br>D. Ulrichsen | K. Cooper<br>J. Wolfe<br>D. Hart | P. Currie<br>F. Onasanya<br>R. Morais | F. Vassallo<br>C. Chisholm (T)<br>J. Neubauer |
| Regrets                        | G. Poapst  | R. Noseworthy                    | C. Burke                              | A. Hysert                                     |
| Management/Staff<br>and Guests | L. LeClair<br>M. Norenberg                                   | J. Read                          | C. Van Vliet                          |   |

3. **Re-affirming the Mission:** KDH's mission was re-affirmed by D. Ulrichsen, from her perspective.
4. **Client Centred Care:** J. Read presented a compliment letter from family of a patient in the convalescent care unit, who expressed appreciation and stated that not just the immediate caregivers, but all staff in the hospital are doing a great job and are very caring.

Also shared was a complaint of a patient whose appointment for ultrasound to confirm a diagnosis of appendicitis or other illness was cancelled due to double booking. KDH management investigated the complaint and as a result, patient registration staff have been directed to speak directly with the Diagnostic Imaging staff or ultrasound tech regarding tests and appointments when an issue such as this arises. The incident will be brought to the Quality and Safety Committee for further discussion.

6. **Additions / Changes to the Agenda:** 5. **Education:** deferred to May Meeting and Strategic Planning Retreat. Item 9.3.1 Policy # 15 Process for Election of Officers was moved from the Consent Agenda to "for motion".
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 24, 2016 and April 13, 2016, and 9.3.1 Policy #5 Fiscal Parameters, and to receive for information 9.1.1 Compliance Report, 9.1.2 CEO Report, 9.1.3 CNO Report, 9.2.1 CoS Report, 9.6 KDH Foundation Report, and 9.7 KDH Auxiliary Report on the Consent Agenda.*

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                  |
|----------------|-------------|-------------------|-------------------------------------|
| ✓              |             | Walid AL HOUSSAN  | Courtesy – ER                       |
| ✓              |             | Christopher BROWN | Courtesy – S/OR (Orthopaedics)      |
| ✓              |             | Jacques BRUNET    | Courtesy – S/OR (Orthopaedics)      |
| ✓              |             | Bushra CHAUDRY    | Courtesy – S/OR (Surgical Assist)   |
| ✓              |             | Emily CONWAY      | Courtesy – ER                       |
| ✓              |             | Harinder DHALIWAL | Courtesy – S/OR – Gastroenterology) |
| ✓              |             | Melissa FORBES    | Courtesy – (S/OR – Anaesthesiology) |
| ✓              |             | Renata FRANKOVICH | Courtesy – S/OR (Surgical Assist)   |
| ✓              |             | Lucas GIL         | Courtesy – S/OR (Anaesthesiology)   |
| ✓              |             | Keely E. GILES    | Courtesy - Hospitalist              |
| ✓              |             | Emma GOFTON       | Courtesy – S/OR – (Surgical Assist) |
| ✓              |             | Sylvie GREGOIRE   | Courtesy – S/OR – Gastroenterology) |
| ✓              |             | Spencer GUTCHER   | Courtesy – S/OR (Anaesthesiology)   |
| ✓              |             | Yvonne KAETHLER   | Courtesy – S/OR (Anaesthesiology)   |
| ✓              |             | Carla LIPAN       | Courtesy – S/OR (Anaesthesiology)   |
| ✓              |             | Patricia PETICCA  | Courtesy – Endocrinology            |
| ✓              |             | Jose PIRES        | Courtesy – S/OR (General Surgery)   |
| ✓              |             | Kenneth SABOURIN  | Courtesy – S/OR (Surgical Assist)   |
| ✓              |             | Paul SHIM         | Courtesy – S/OR (Orthopaedics)      |
| ✓              |             | David SIMON       | Courtesy – S/OR (Orthopaedics)      |
| ✓              |             | Richard WALDOLF   | Courtesy – S/OR (Anaesthesiology)   |
| ✓              |             | Darryl YOUNG      | Courtesy – S/OR (Orthopaedics)      |

**9.4 Governance Committee**

**9.4.1 Committee Chair Report**

The Governance Committee Chair provided a verbal report of the activities of the Committee including Board Recruitment and the Board Skills Matrix. An overview of the Policy Review of #15 Process for Election of Officers presented. Board members are referred to the Board Portal for Draft minutes of the recent Governance Committee meeting for more details.

*Motion: On a motion duly moved, seconded and carried, the Board approved Policy #15 Process for Election of Officers as presented, with edits to points 4 & 5 (replace “Secretary, CEO” with Chair of Governance.*

**9.8 Strategic Planning Ad hoc Committee**

**9.8.1 Committee Chair Report**

An overview of the recent activities was given and updates on the process were provided. It was noted that the results of the survey show good consensus, including that 67 % of respondents feel the “vision” should remain the same. The Draft will be presented to the Ad hoc Committee at the next meeting.

11. **Next Meeting:** Thursday, May 26, 2016, 6:30 PM at Grenville Mutual.
12. **Moved to In Camera session at 6:50 pm.**
13. **Moved out of In Camera at 9:04 pm.**
14. **Adjournment:** There being no further business, the meeting was adjourned on motion at 9:05 pm.

  
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V. Vassallo, CEO

  
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L. Angus, Board Chair