

WDMH Board of Directors
Tuesday, November 26, 2019– 5:00 p.m.
Dillabough Professional Centre - Boardroom

MINUTES OF MEETING

Director	Present	Regrets	Director	Present	Regrets
Mike Villeneuve, Chair	√		Maureen Taylor-Greenly	√	
Andy Barrett	√ (Tel.)		Bruce Millar	√	
Renee Belhumeur	√		Michelle Perry	√	
Cholly Boland	√		James Pitruniak	√	
Holly Brown	√		Shawn Sutton		√
Dr. Marilyn Crabtree	√		John Trickett	√ (Tel.)	
Peter Krajcovic	√ (Tel.)		Dr. B. Devin	√	
Lynn Dillabough Elinor Jordan		R R	Marieke vanNoppen	√ (Tel.)	
Elise Guest	√		David Wattie	√	
Staff			Guest		
Michelle Blouin	√		Mikyla Lennard – Patient Story	√	
Chris Barkley (Recorder)	√		Susan Fitzpatrick, CEO Ontario Health Agency	√	
			Jan Clapp, Dundas Manor Board	√ (Item 5)	

1. Call to Order

The meeting was called to order at 5:00 pm.

2. Declaration of Conflict of Interest

None declared.

3. Agenda Check-In

The following changes were noted:

Add Item 12.5 – Year of the Nurse

In Camera Session moved to end of meeting

4. Patient Story

Mikyla Lennard, Clinical Manager, shared a story of a patient receiving an incorrect medication dosage due to human error in transcribing the dosage. The team has revisited the importance of double-checking medication orders, and the hospital is looking into identifying quiet space on the unit for staff to do their computer / paperwork. The patient recovered well and was discharged home.

5. Board Education

Susan Fitzpatrick, CEO of the Ontario Health Agency, joined the meeting via videoconferencing at 5:15 p.m.

Ms. Fitzpatrick explained the Agency is in transition and is a work in progress. They are working close with the Ministry to understand the scope of its mandate. A Memorandum of Understanding has been signed and they are now working on the Accountability Agreement. There are also signed attestations so that when change comes there is an assurance that healthcare agencies will be transferred in such a way that will not disrupt patient care. The Agency is working towards one strategy with one set of priorities, which will be a shift from 20 agencies with 20 different priorities. They are working towards a unified system.

Ms. Fitzpatrick was thanked for responding to our invitation to meet with the Board.

6. Review of Minutes

Moved by Elise Guest, seconded by Bruce Millar that the minutes of September 24th, 2019 be approved. Carried.

7. New Business

7.1 Risk Management Update

M. Blouin, VP of Corporate Services and Chief Financial Officer provided an update on the Hospital's Risk Management Program. The hospital reports any possible claim or actual claim through the established Healthcare Insurance Reciprocal of Canada (HIROC) claim reporting process. Risk management reports are obtained from HIROC and reviewed annually.

In response to a question M. Blouin clarified the average cost per claim for Emergency Room for our peer hospitals is \$13,338 (down from \$65,520), a decrease of \$52,182.

8. Board Reports:

8.1 Quality Committee

The minutes of the November Quality Committee meeting were distributed in advance for information. Renee Belhumeur, Chair of Quality, highlighted the following:

- A presentation was received on the hospital's success with VBAC (Vaginal Birth After Caesarean) deliveries
- The committee received an informative presentation on Screening for Sepsis in the Emergency Department so that potential systemic infections get timely and appropriate treatment in
- Data for Patient Care Improvement Plan indicators is trending in a positive direction. Members were reminded that while target numbers are important, the primary goal is to improve care

8.2 Medical Advisory Committee

Highlights from the Medical Advisory Committee meetings were included in the agenda package and distributed prior to the meeting.

8.2.1 Professional Staff Appointments

A number of new physician recruits were presented for approval. Approving privileges is one of the most important roles of the Board. The Medical Advisory Committee takes the approval of privileges seriously and all applications have had careful scrutiny.

Moved by Dr. B. Devin, seconded by Bruce Millar, that the following physician privileges be approved:

- ***Dr. Ross Campbell, Locum without Admitting Privileges, Department of Surgery – Surgical Assist***
- ***Dr. Sahar Shirazi, Locum with Admitting Privileges, Department of Surgery***
- ***Dr. Gabor Bacskai, Locum without Admitting Privileges, Department of Emergency Medicine***
- ***Dr. Peter Glen, Locum without Admitting Privileges, Department of Surgery***

Carried.

Moved by Dr. B. Devin, seconded by Renee Belhumeur, that the following Professional Staff Modifications to Privileges be approved:

- ***Dr. Maren Hamilton from Active with Admitting Privileges, Department of Family Medicine with Cross Appointment in Emergency Medicine to remove Cross Appointment in Emergency Medicine***
- ***Dr. Kheira Jolin-Dahel from Active with Admitting Privileges, Department of Family Medicine with Cross Appointment in Emergency Medicine to include Cross Appointment in Emergency Medicine***
- ***Dr. Joseph Phillips from Active with Admitting Privileges, Department of Family medicine with Cross Appointment in Emergency medicine to remove Cross Appointment in Emergency Medicine***

Carried.

Four physicians are concluding privileges at WDMH – Dr. Marc Brulotte; Dr. Denis Conrad; Dr. Graham Jacques; and Ms. Libby Ormond (Midwife).

8.2.2 Recruitment of Chief of Obstetrics

An interview panel met November 15th to interview Dr. Roger Perron. The panel comprised:

- Drs. Marilyn Crabtree, Patricia Moussette, Beth Rivington and Brian Devin
- Board members Bruce Millar and Renee Belhumeur

- Patient Representative Bonnie Van Moorsel
- Maureen Taylor-Greenly
- Cholly Boland

Following the interview, there was a consensus to recommend Dr. Perron to the medical Advisory Committee (MAC) to become Chief of OB/Gyne. The MAC passed a motion on November 16th to recommend to the Board that Dr. Perron be appointed as Chief of OB/Gyne.

Moved by Mike Villeneuve, seconded by Andy Barrett that Dr. Roger Perron be appointed as Chief of OB/Gyne. Carried.

8.3 Medical Staff Organization

The Medical Staff is looking forward to having a Chief of Internal Medicine and fully staffed department of internists.

8.4 Finance Report

8.4.1 Financial Statements – Second Quarter

The hospital's financial results for the period ended September 30th, 2019, shows a surplus from hospital operations of \$391,435 which is favorable by \$350,727 from the approved budget. The factors attributing to the net variance were reviewed in detail.

9. Report of the CEO

9.1 Strategic Priorities Quarterly Update

The Strategic Priorities quarterly report was distributed in advance with the agenda. In addition to the written report, C. Boland highlighted the following:

- The hospital has introduced a new staff scheduling system that interacts with the payroll system. This has been a major undertaking and implementation has gone well.
- The first Ontario Health Team was announced November 25th; another 23 will be announced. The Upper Canada Health Team will be talking to the Ministry next week about moving forward
- Interviews for the VP Clinical Services and Chief Nursing Executive will be held November 27th
- The hospital's Recreation Committee hosted the annual Christmas party at Upper Canada Village's Alight at Night on November 23rd. There were 690 attendees

10. Report of Foundation

The Foundation is in a strong financial position thanks to many of our generous donors. There are a number of activities planned over the coming months. The Annual Wish Tree Campaign is now underway.

11. Report of Auxiliary

The written report of the Auxiliary was included in the agenda package and distributed in advance. The Fall Bazaar was a success raising \$4,000. Christmas puddings are still available in the Gift Shoppe.

12 Governance

12.1 Executive Committee Minutes for Information

The minutes of the November Executive Committee meeting were received for information.

12.2 Nomination of Officers 2020/21

All members are encouraged to consider being nominated for board officer positions; elections are held in June. The Expression of Interest Form to be an Officer of the Board will be sent to all members of the Board, for submission before the end of the year.

12.3 Meeting Evaluation Results – September 24, 2019

The results were reviewed. No questions came forward.

12.4 Meeting Evaluation – November 26, 2019

A link to the November 26th meeting evaluation will be sent to Directors to complete following the meeting.

12.5 Year of the Nurse

The World Health Organization (WHO) has named 2020 as the Year of the Nurse. There is a global campaign to raise the profile of nurses.

13 Conference / Workshop Reports

13.1 Conference for Governance Professionals

David Wattie attended the Ontario Hospital Association's recent Conference for Governance Professionals. Participants held discussions around Conflict of Interest, proper use of executive discussions, and risk management.

13.2 Board Chair at the Helm Governance Series

Board members are encouraged to participate in the Ontario Hospital Association's Board Chair at the Helm Governance Series. The focus is on strengthening board composition and having the right CEO.

13.3 Financial Literacy for Hospital Board Directors

Renee Belhumeur attended a Financial Literacy conference to better read and understand financial statements.

14 **Report of RHI Board**

Dundas Manor is experiencing a substantial staffing shortage, particularly with PSWs.

15 **In Camera**

Board Directors were asked to remain for an in camera discussion following adjournment of the meeting.

16 **Communication & Public Relations Considerations**

16.1 Key Themes from Meeting

- *Interesting patient story that pointed to a common human error*
- *Interesting education on Ontario Health Agency*
- *WDMH has a good record of managing risk in the organization*
- *Welcome to new Chief of Obstetrics*
- *Hospital is in a positive financial position*
- *Foundation is experiencing a successful year*

17 **Next Meeting**

The next meeting of the Board is February 25, 2020. The Annual Board Dinner will be held January 14th.

18 **Adjournment**

There being no further business the meeting adjourned at 7:20 p.m.