

## BOARD OF DIRECTORS MEETING

Thursday, February 12, 2015 – 4:00 p.m. – 6:32 p.m.

Location: CMH Board Room

**PRESENT** – Tim Chennette (Chair), Norah McGowan, Rosemarie Peikes, Pat Sheridan, Gord Park, David Pollack, Jill Stewart, Karen MacGinnis, Ann Anderson, Alex Davidson, Brad Hilker (non-voting), Jan Raine (non-voting), Dr. Celeste Collins (non-voting).

**REGRETS** – Derek Nice, Bruce Thompson, Valerie Przybilla, Dave Carlaw, Dr. Joe Barbero (non-voting).

**GUEST** – Jennifer Garland (for education session).

**RECORDER** – Lynda Tinney, Executive Assistant.

**THE PRESS WAS PRESENT** – (after education session).

AGENDA ITEMS and DISCUSSION	DECISION POINTS
<p><b>1. INTRODUCTION &amp; EDUCATION – Strategic Plan Review &amp; Communication Plan</b></p> <p>Brad Hilker introduced Jennifer Garland who assists the hospital in matters related to public relations and communications.</p> <p>Jennifer’s presentation was pre-circulated and consisted of an overview of CMH’s 2014/17 Strategic Plan and a review of the Communications Plan that will support the Strategic Plan. The goal of this presentation is to discuss and validate the existing strategic directions to carry us through to 2017.</p> <p>Jennifer walked through the initiatives around the 5 directions in the current plan. The presentation gave an overview of the internal and external environment changes, the operating plan, and implications of the new Master Plan, increased patient acuity and complexity and implications of infectious diseases like Ebola and whether these changes have a material impact on our strategic directions, and if so, what does the Board need to change and adjust?</p> <p>The Communication Plan talked about stakeholders, internal and external strategies, key tactics and communication topics.</p>	<p>The Board agreed that:</p> <ul style="list-style-type: none"> <li>- the current 2014/17 Strategic Plan is still very viable and to keep the current strategic directions as currently expressed</li> <li>- CMH continues to share our story with stakeholders</li> <li>- Engage with patients and patient’s families – seek their input and opinions whether positive or negative</li> <li>- incorporate patients and patient’s families into the decision-making framework and program development.</li> </ul>
<p><b>2. CALL TO ORDER</b></p>	<p>Tim Chennette called the meeting to order at 5:10 p.m.</p>
<p><b>3. APPROVAL OF AGENDA</b></p>	<p>MOVED by Pat Sheridan; SECONDED by Karen MacGinnis and CARRIED that the Board of Directors approve the February 12, 2015 agenda with the addition of 6.3 – Strategic Plan Review and Communications Plan.</p>
<p><b>4. APPROVAL OF MINUTES OF PREVIOUS BOARD MEETING</b></p>	<p>MOVED by David Pollack; SECONDED by Karen MacGinnis and CARRIED that the minutes of the Board of Directors meeting held on December 4, 2014 be approved.</p>
<p><b>5. BUSINESS ARISING FROM PREVIOUS BOARD MEETING</b></p>	<p>There was no business arising.</p>

AGENDA ITEMS and DISCUSSION	DECISION POINTS
<b>6. STRATEGIC MATTERS FOR DISCUSSION/DECISION</b>	
<p><b>6.1 President &amp; Chief Executive Officer Report</b></p> <p>Brad Hilker referenced his report which was pre-circulated and highlighted other things that have happened recently.</p> <p>On February 11, Brad presented to the Trent Hills Probus members and gave an overview of what's happening at CMH now and in the future to make things better for its patients. Brad also heard from the community on their views of the hospital.</p> <p>Brad congratulated the CMH Foundation for their success Angels of Care Campaign that raised \$165,524 to purchase much needed equipment for the hospital.</p> <p>Mission Week is February 23 to 27. It is a way to recognize staff and show appreciation for their hard work. Several events are planned and Board members are welcome to go bowling or enter a team for curling. A calendar of events was distributed with this week's Monday Report. Please contact Lynda Tinney if interested.</p>	For information purposes.
<p><b>6.2 Chief Nursing Officer Report</b></p> <p>Jan Raine gave her report which was pre-circulated. Staff was very busy over the December and January months, and as always, managed to provide excellent patient care while experiencing the surge. In her report, Jan provided graphs showing how many admitted patients were held overnight in emergency in December and January.</p> <p>Jan advised this will have an impact on our Patient Satisfaction, ED Admitted Patients and Financial Margin QIP (Quality Improvement Plan) indicators.</p>	For information purposes.
<p><b>6.3 Strategic Plan Review and Communications Plan</b></p> <p>A Strategic Plan review and Communications Plan presentation was provided earlier in the meeting by consultant Jennifer Garland.</p> <p>The Board discussed whether or not they felt the need to reopen, revisit or make any changes to the Strategic Plan directives and agreed that there were no changes necessary at this time.</p>	MOVED by Gord Park; SECONDED by David Pollack and CARRIED that the Board of Directors re-confirms the 2014-17 Strategic Plan and the directives and priorities in the plan.
<b>7. BUSINESS/COMMITTEE MATTERS FOR DISCUSSION/DECISION</b>	
<p><b>7.1 Operating Statements to December 31, 2014</b></p> <p>Pat Sheridan reported the Finance/Audit Committee reviewed and approved the Operating Statements to December 31, 2014 showing a deficit position of -\$19,985. It is predicted the hospital will finish the year in the same position. There are increased costs associated with nursing hours and flu surge costs and increased expenses associated with Ebola preparedness.</p>	MOVED by Pat Sheridan; SECONDED by Alex Davidson and CARRIED that the Operating Statements to December 31, 2014 be approved as recommended by the Finance/Audit Committee.
<p><b>7.2 Q3 H-SAA Indicator Report</b></p> <p>Pat Sheridan referenced the Q3 H-SAA Indicator Report that was pre-circulated. The Finance/Audit Committee reviewed the Q3 results which show CMH is in compliance with</p>	For information purposes.

AGENDA ITEMS and DISCUSSION	DECISION POINTS
<p>the Accountability Agreement and is reflective of good results for our organization having met the accountability agreement standards from financial and volume-related perspectives.</p> <p>CMH is either meeting the performance standard or meeting or exceeding the performance target with the exception of total margin.</p>	
<p><b>7.3 Annual General Meeting Date</b></p> <p>The Board of Directors decided to have the Annual Meeting on Thursday, June 18 immediately following the Annual Meeting of the CMH Foundation that starts at 7:00 p.m.</p>	<p>The Annual Meeting of the Corporation of Campbellford Memorial Hospital will take place on Thursday, June 18, 2015 immediately following the adjournment of the CMH Foundation Annual Meeting beginning at 7:00 p.m. in the Board Room.</p>
<p><b>7.4 Board Policies – Investments (policy 3-040) and Roles &amp; Responsibilities of the Board (policy 1-120)</b></p> <p>Pat Sheridan reported the Finance/Audit Committee reviewed the Investment policy (3-040) and agreed that the policy was appropriate and there were no changes to recommend at this time.</p> <p>Gord Park reported the Governance Committee looked at the Roles &amp; Responsibilities of the Board policy (1-120) and updated the policy primarily through the efforts of Tim Chennette and Derek Nice. The second edition of the policy was included in the Board package. It is a very good summary of the roles and responsibilities of Board members and is recommended for approval by the Governance Committee to the Board.</p>	<p>MOVED by Pat Sheridan; SECONDED by Rosemarie Peikes and CARRIED that the Board of Directors re-confirms the Investment policy (3-040).</p> <p>MOVED by Gord Park, SECONDED by Norah McGowan and CARRIED that the Board of Directors approves the Roles &amp; Responsibilities of the Board policy (1-120) as revised and recommended by the Governance Committee.</p>
<p><b>7.5 Board Retreat Planning</b></p> <p>Tim Chennette proposed the following dates for the Board Retreat – April 17, 24 or May 1. The intention is to have a speaker in the morning speaking about future trends in Health Care, and under patient safety, the afternoon will be spent discussing the changing roles of pharmacies in hospitals.</p>	<p>The Board Retreat will take place on Friday, May 1, 2015 from 9:00 am to 4:00 pm.</p> <p>Lynda Tinney will inquire about the availability of using the Vimmy Lounge in the Legion.</p>
<p><b>7.6 Chief of Staff Report</b></p> <p>Dr. Collins presented her report that consisted of recommendations for physicians privileges from the Credentials Committee and Medical Advisory Committee.</p>	<p>The following physician's privileges were approved as recommended by MAC.</p> <p>MOVED by Jill Stewart; SECONDED by Alex Davidson and CARRIED that Dr. Zhe Nana Hou Liu be granted Associate privileges.</p> <p>MOVED by David Pollack; SECONDED by Rosemarie Peikes and CARRIED that Dr. Rola Shaheen be granted Consulting privileges.</p> <p>MOVED by Pat Sheridan; SECONDED by Alex Davidson and CARRIED that Dr. Jacquelyn Choi be granted Locum privileges.</p> <p>MOVED by Karen MacGinnis; SECONDED by Gord Park and CARRIED that Drs. Eshay Elia and David Urquhart be granted Locum and Term privileges.</p> <p>MOVED by Pat Sheridan; SECONDED by Rosemarie Peikes and</p>

AGENDA ITEMS and DISCUSSION		DECISION POINTS	
		CARRIED that Dr. Brent Maxwell be granted Term privileges.	
8. THE MATERIALS			
8.1 Campbellford Memorial Multicare Lodge 8.2 Auxiliary to CMH Report 8.3 CMH Foundation 8.4 Q3 Compliance Certificate		There were no requests to remove any of the Materials listed to the Board meeting agenda.	
9.0 TERMINATION OF BOARD MEETING			MOVED by Pat Sheridan; SECONDED by Gord Park and CARRIED to terminate the meeting at 6:32 p.m.
10.0 IN CAMERA MEETING – Minutes recorded.			
11.0 IN CAMERA MEETING WITH CEO (EXCLUDING STAFF) – No minutes recorded.			
12.0 IN CAMERA MEETING (EXCLUDING STAFF & CEO) – No minutes recorded.			

---

Tim Chennette,  
Chair, Board of Directors

---

Brad Hilker,  
Secretary, Board of Directors