

## BOARD OF DIRECTORS MEETING

Thursday, April 7, 2016 – 5:20 p.m. – 7:15 p.m.

Location: CMH Board Room

**PRESENT** – Tim Chennette (Chair), Jan Raine, David Pollack, Kevin Huestis, Rosemarie Peikes, Gord Park, Bruce Thompson, Nancy French, Valerie Przybilla, Derek Nice, Susan Armstrong, Alex Davidson (for education session only), Karen MacGinnis, Brad Hilker, Dr. Neil Pritchard, Dr. Bob Henderson, Dr. Nana Hou.

**REGRETS** - Craig Hitchman, Ann Anderson.

**GUESTS** – Deb Hammons, CE LHIN CEO and Wayne Gladstone, CE LHIN Board Chair (for education session only).

**STAFF PRESENT** – Lynda Tinney, Executive Assistant and Recorder, Lisa Curle, CMH Finance Manager.

AGENDA ITEMS and DISCUSSION	DECISION POINTS
<b>DEB HAMMONS &amp; WAYNE GLADSTONE</b>	
<p>On behalf of the CE LHIN Board and Deb Hammons, Wayne Gladstone thanked the Board for the invitation to come and meet and talk about the Integrated Health Services Plan (IHSP) that was recently approved by the CE LHIN for 2016 through to 2019. The LHIN has to do one every 3 years.</p> <p>Deb Hammons walked through the presentation that provided information and details on the process for development, stakeholder engagement and survey feedback.</p> <p>The CE LHIN's 2016-2019 goal is → Living Healthier at Home: Advancing integrated systems of care to help Central East LHIN residents live healthier at home.</p> <p>The business focus is where the LHIN priorities are and that report will be posted soon on the LHIN website. Deb recommended it be read especially by staff.</p> <p>Following the presentation there was a question and answer period.</p> <p>CMH is expected to be part of the meeting with the group of all health service providers that the LHIN funds along with primary care providers to look at that profile and what are you recommending that the LHIN needs to do.</p> <p>Deb and Wayne left the meeting.</p>	For discussion and educational purposes.
<b>1. CALL TO ORDER</b>	Tim Chennette called the meeting to order at 6:40 p.m.
<b>1.1 Quorum</b>	A quorum was confirmed.
<b>1.2 Approval of Agenda</b>	MOVED by Valerie Przybilla; SECONDED by Karen MacGinnis and CARRIED that the agenda be approved.
<b>1.3 Declaration of Conflicts</b>	None declared.
<b>2. APPROVAL OF PREVIOUS MEETING MINUTES</b>	MOVED by Rosemarie Peikes; SECONDED by David Pollack and CARRIED that the minutes of the Board of Directors meeting held on March 3, 2016 be approved.
<b>3. BUSINESS ARISING FROM MINUTES</b> <i>(not otherwise covered on agenda)</i>	There was no business arising.

AGENDA ITEMS and DISCUSSION	DECISION POINTS
<p><b>3.1 2015/16 Progress on Strategic Directions</b></p> <p>Brad Hilker provided an update on the current Strategic Plan and its five strategic objectives. Brad's presentation showed the recent accomplishments on each objective.</p>	For information purposes.
<p><b>4. STRATEGIC MATTERS</b></p>	
<p><b>4.1 President &amp; CEO Report</b></p> <p>Brad Hilker gave his report that was circulated in advance. He thanked the physicians, all staff and volunteers for their dedication and commitment during the busy surge at the hospital over the past 6 weeks. The average occupancy rate in March was 40 and at one point it reached 47. Everyone did a great job providing exceptional care to our patients during this time at CMH.</p> <p>Brad also reported on the Health Links project, COHPA and the presentation he recently gave to the Warkworth Service Club. Brad was presented with a cheque for \$5,000 towards much needed equipment for our hospital.</p>	For information purposes.
<p><b>4.2 Chief Nursing Officer Report</b></p> <p>Jan Raine gave her report that was circulated in advance.</p> <p>The selection of an Ethicist consultant will be done by the end of April. CMH will be sharing these services with Ross Memorial in Lindsay.</p> <p>A working group is being developed to deal with Physician Assisted Death (PAD) services. Education opportunities are available and Jan will extend an invitation by email to all Board members. Jan stressed the importance of having pharmacy involved in the PAD movement as well.</p> <p>Accreditation work is well underway for our survey that is scheduled for September 2017. The hospital continues to recruit nursing staff and recently hired 3 new graduates under the "New Grad Initiative". In addition, 6 students will be starting in April.</p> <p>A discussion ensued regarding the NRC Picker surveys and some of the questions they are asking and the challenges some patients are experiencing because the 65 questions in the questionnaire are felt to be too long.</p> <p>It takes on average 11 weeks after each quarter to receive the data for the reports to the Board. After the new contract was recently signed with NRC Picker, Jan participated in a teleconference with them. When you take into consideration our sources and the demographics of our patients who are elderly, this form is very long and not user friendly. NRC Picker stated that standardizing the form to be the same for everyone allows them to benchmark with all other hospitals. It is expected our new Vocantus system will produce meaningful data. The hospital's 2 Patient Experience Advisors are talking to people that are visiting and these people have good things to say about the hospital.</p>	<p>For information purposes.</p> <p>Brad Hilker will find out what the response rate is for the return of the NRC Picker surveys at CMH.</p>
<p><b>5. BUSINESS/COMMITTEE MATTERS</b></p>	

AGENDA ITEMS and DISCUSSION	DECISION POINTS
<b>5.1 Approval of Members</b> The list of members for 2015 was circulated in advance. By-Laws of the Corporation of Campbellford Memorial Hospital require that the Board of Directors approve the list of members of the hospital corporation in order to vote at the Annual General Meeting of the hospital. Members are some life members and those who made a donation to the CMH Foundation in the prior calendar year.	MOVED by Gord Park; SECONDED by Karen MacGinnis and CARRIED that the 2015 list of Members of the Corporation of Campbellford Memorial Hospital provided by the CMH Foundation be approved.
<b>5.2 Accreditation Update</b> Gord Park advised that the Governance Committee has commenced their review of the governance standards. Each standard will be looked at, and in most cases, the Board will already have the policies in place, but may find that there are not some policies in place.	For information purposes.
<b>5.3 Privacy Officer Report</b>	Deferred to May 5, 2016 Board meeting.
<b>5.4 Chief of Staff Report</b> Dr. Bob Henderson presented the Chief of Staff report that was circulated in advance. All physicians, staff and volunteers worked very hard on the provision of care in the hospital during the surge. The introduction of Dr. Butt into the weekend rotation has been a great success. Dr. Najfi's practice is growing at a steady pace. Dr. Neil Pritchard presented the Credentials Committee and MAC's recommendations for approval of physician hospital privileges.	MOVED by Gord Park; SECONDED by Valerie Przybilla and CARRIED that the Board of Directors grants privileges to the physicians as listed on the attached Schedule A to these minutes, as recommended by the Medical Advisory Committee.
<b>5.4 Board Questionnaire &amp; Forms</b> The CEO evaluation and policy (1-090), COS evaluation and policy (1-110) and the Individual Board Member Self Reflection tool (1-070) were circulated in the Board package.	All Board members are to complete all three forms and submit them to Lynda Tinney on or before April 30, 2016.
<b>6. THE MATERIALS</b> <i>(any Board member may request that any of "The Materials" be moved to the Board meeting agenda)</i>	
6.1 CMH Foundation 6.2 CM Multicare Lodge 6.3 Auxiliary to CMH 6.4 Letter to Staff, Physicians and Volunteers	There were no requests to remove any of the Materials listed to the Board meeting agenda.
<b>7. TERMINATION</b>	MOVED by Bruce Thompson; SECONDED Valerie Przybilla and CARRIED to terminate the meeting at 7:15 p.m.
<b>8. IN CAMERA SESSION</b> – Separate Agenda. Minutes taken.	

Tim Chennette,  
Chair, Board of Directors

Brad Hilker,  
Secretary, Board of Directors