

# **NORTHUMBERLAND HILLS HOSPITAL**

## **BOARD OF DIRECTORS**

**June 7, 2012**

**5:00 pm - Boardroom**

## **MINUTES**

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**Present:** J. Hudson, Chair, D. Mann, J. Russell, H. Sculthorpe, B. Gerber, J. Farrell, D. Pepper, B. Carman, C. Stewart, H. Brenner, R. Biron, D. Broderick, G. Metson, A. Logan, H. Pankratz, J. Stalker, G. DeBruyn

**Regrets:** B. Brook, T. Sears, K. Jackson, J. Parravano, A. Stratford

**Staff:** C. Turk, E. Vosburgh, J. Gillard

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**1. CALL TO ORDER**

J. Hudson called the meeting to order at 5:00 pm.

**2. EDUCATIONAL PRESENTATION**

John Hughes, Chair, and Tracy West, Project Manager, provided a presentation on the role of the west Northumberland Physician Recruitment and Retention Committee.

**3. CONFLICT OF INTEREST**

None

**4. APPROVAL OF AGENDA**

It was Moved by J. Farrell and Seconded by J. Russell that the agenda be approved as circulated. Carried

**5. APPROVAL OF PREVIOUS MINUTES**

It was Moved by C. Stewart and Seconded by J. Farrell that the minutes of May 3, 2012 be approved as circulated. Carried.

**6. CHAIR REMARKS**

J. Hudson noted that the official announcement of the PATH project held this week was a success. He extended his thanks to Jennifer Gillard for her work in planning in the event and to Helen Brenner for the tremendous work done to bring this project to Northumberland County.

J. Hudson further remarked on the recent long service awards ceremony with thanks to Elizabeth Vosburgh for her role in planning the event. Thank you was also extended to Henry Pankratz for hosting the Doctor's Appreciation cocktail party. Tom Sears was congratulated for his Governor's General Award. John Farrell was congratulated for his nomination for induction to the Hall of Honour at St. Francis Xavier University in Antigonish, Nova Scotia.

A reminder was extended for the Governance standards Accreditation Survey sessions being held on June 14<sup>th</sup> and 15<sup>th</sup> and a sign-up sheet was circulated.

**7. CHIEF EXECUTIVE OFFICER'S REPORT**

R. Biron reviewed the CEO report that was circulated to the Board.

- The Mental Health Commission of Canada has released its mental health strategy.
- Health Quality Ontario has released its first Strategic Plan in May. The plan outlines the foundation for how HQO will use tools to focus the system on a common quality agenda.
- The Behavioural Supports Ontario Project is introducing new services, programs and training to provide appropriate care and support for seniors across Ontario.
- A new Provincial Hospital Resource System has been introduced by Criticall Ontario. The system will allow Criticall to assist hospitals in facilitating consultations and transfers, coordinating critical care surge process, participation in provincial emergency responses and finding acute care beds during hospital internal crisis situations.
- Helen Brenner and Wendy Kolodziejczak were special guests at the first session of HQO's series of live web-based learning opportunities. Helen and Wendy addressed "promoting effective learning by patients and caregivers".

**8. CHIEF OF STAFF'S REPORT**

D. Broderick reviewed the report that was circulated to the Board.

D. Broderick announced a recommendation to appoint Dr. Francesco Mulé to Emergency Department Chief. Dr. Mulé's professional competence and commitment to the Emergency Department was praised by interim Chief, Dr. C. Kwok.

**It was moved by D. Mann and seconded by B. Carman that Dr. Francesco Mulé be appointed as the Chief of the Emergency Department, effective August 1, 2012. CARRIED.**

D. Broderick reviewed the Credentials Committee report. A number of courtesy doctors were recommended for re-appointment. Three courtesy physicians were recommended for new appointments.

**It was moved by J. Farrell and seconded by H. Sculthorpe to approve the following re-appointments and new appointments:**

**2012 Re-Appointments:**

- Dr. Michelle Long, COURTESY (Family Medicine)
- Dr. Bernard Blastorah, COURTESY (Orthopedic Surgery)
- Dr. Kathleen Brooks, COURTESY (Psychiatry)
- Dr. Archer Guy, COURTESY (Dentistry)
- Dr. Hebert Ling, COURTESY (Orthopedic Surgery)
- Dr. Abounaja, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. H. Ali, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. J. Atkins, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. Benhabib, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. D. Chang, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. C. Dainton, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. J. Ducharme, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. Gadhafi, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. Gletsu, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. F. Gilic, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. R. Hilsden, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. Issley, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. S. Laidlaw, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. Laird, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. I. Mohammed, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. Murphy, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. Nahas, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. Ng, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. Patel, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. S. Weetman, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. A. Zohrab, MEI Affiliate, COURTESY (Emergency Medicine)
- Dr. Oleg Bendz, HFO EDCDP Affiliate, COURTESY (Emergency Medicine)
- Dr. Peter Blecher, HFO Affiliate, COURTESY (Emergency Medicine)
- Dr. Andrew Janikowski, MEI Affiliate, COURTESY (Emergency Medicine)

**NEW APPOINTMENTS:**

- Dr. Paul Gibbons, COURTESY (Emergency Medicine)
- Dr. Craig Simpson, COURTESY (Emergency Medicine)
- Dr. A. Elfirjani, COURTESY (Internal Medicine)

**CARRIED.**

## 9. REPORTS FROM COMMITTEES

### 9.1 QUALITY AND SAFETY COMMITTEE

H. Sculthorpe provided the report of the Quality and Safety Committee.

An announcement of the successful receipt of the PATH project was received by the Committee.

The Committee reviewed the Q4 Quality Indicator Report and the 2012-13 Quality Improvement Plan. A report on the action plan following the Employee Experience Survey was reviewed by the Committee.

A report from PCMCH on standardized maternal and newborn levels of care was distributed to the Committee.

### 9.2 Governance Committee

D. Mann provided the report of the Governance Committee.

The Committee completed a review of new Board Policy – II-003 Whistleblower Policy. The policy is not intended to replace policies that are already in place such as employee harassment or health and safety policies. The Board provided feedback on the policy and some amendments to the policy were agreed upon.

**It was moved by D. Mann and seconded by J. Russell to approve Board policy II-003 Whistleblower Policy, as amended.**

**CARRIED.**

The 2011/12 NHH membership list was circulated.

**It was moved by D. Mann and seconded by D. Pepper to accept the 2011/12 annual membership list as circulated.**

**CARRIED.**

A list of individuals was presented for authorization to sign membership forms on behalf of the hospital.

**It was moved by D. Mann and seconded by B. Carman to approve the following individuals signing authority for membership forms:**

Cheryl Turk; Pam Oakman; Sue Hoekstra; Laura Marshall; Erin Bergeron; Stacy Connell; Rhonda Cunningham.

**CARRIED.**

### 9.3 Finance and Audit Committee

B. Gerber provided the report of the Finance and Audit Committee.

The draft audited Annual Financial Statements were circulated. NHH completed the fiscal year with an operating surplus of \$78,183. The 2011/12 Audit Findings Report was presented by KPMG. M. Podhy from KPMG stated that the anticipated Auditor's Report will be an unqualified clean report, that is, the financial statements present fairly the financial position of the Hospital as at March 31, 2012. The Committee engaged in an in-camera discussion with the external auditors after management was excused from the meeting.

**It was moved by B. Gerber and seconded by D. Mann to approve the 2011/2012 Audited Annual Financial Statements as presented and signed by the Board Chair and Chair of the Finance and Audit Committee.**  
**CARRIED.**

The Committee reviewed the history of the procurement for external audit services and a summary of KPMG's proposed audit fees for 2012/13.

**It was moved by B. Gerber and seconded by J. Farrell to recommend to the general membership reappointment of KPMG LLP as external auditors for the provision of audit services for the fiscal year 2012/2013 at the quoted fees included in their April 2011 proposal.**

**CARRIED.**

The Committee reviewed the proposed 2012/13 Capital Plan. The plan was vetted through the Quality and Practice Committees, Leadership and Quality Committee and medical staff and the final proposed plan was reduced to only those items that are within identified sources of capital funding available.

**It was moved by B. Gerber and seconded by J. Russell to approve the 2012/2013 Capital Plan of \$2,197,750 as presented.**

**CARRIED.**

## **10. FOUNDATION REPORT**

A. Logan provided the Foundation report.

The Foundation hosted a speaker engagement with Rona Maynard on May 10<sup>th</sup>.

The Baskets of Hope final year has been completed. The initiative has raised \$108,900 over ten years.

The Biggest Coffee Morning was held this week and it is anticipated to have raised \$42,000. A. Logan extended thanks to K. Jackson, C. Stewart and R. Biron for their coffee events.

The Foundation held CEO Forums with Robert Biron presenting on past and present at the Hospital. A behind the scenes tour was held for allied professionals

## **11. AUXILIARY REPORT**

G. Metson provided the Auxiliary report.

The Spring Fever event, held on May 12<sup>th</sup> at Scott's Barn was a success, raising an estimated \$3000. The event will run again next year.

The Auxiliary Annual General Meeting was held May 15<sup>th</sup>. The Auxiliary has committed to a fundraising goal of \$150,000

**It was Moved by C. Stewart and Seconded by J. Farrell that all reports be received.  
Carried**

**12. OTHER BUSINESS**

**13. FOR INFORMATION/CORRESPONDENCE**

None.

**14. QUESTIONS AND COMMENTS**

None

**15. IN CAMERA**

The meeting moved to in-camera at 6:40 pm on a motion by B. Carman and seconded by J. Russell.

The in-camera meeting addressed matters relating to the Board Nominating Committee, Executive Compensation Committee and Campus Development.

**16. NEXT MEETING  
TBD**

**17. TERMINATION OF MEETING**

The meeting terminated at 7:57 pm on a motion from C. Stewart.