

# **NORTHUMBERLAND HILLS HOSPITAL BOARD OF DIRECTORS**

**April 3, 2014 – Boardroom**

## **MINUTES**

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Present: D. Mann, Chair; B. Carman, J. Russell, J. Farrell, C. Stewart, H. Sculthorpe, C. Tozer, J. Hudson, B. Gerber, B. Brook, M. Essak, L. Davis, T. Sears (phone)

E. Merbis, P. Went, B. Selby

Regrets: B. Copland, G. Metson, D. Pepper, C. Kwok, D. Broderick, H. Brenner

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

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### **1. EDUCATION SESSION**

Jack Russell, Vice Chair, presented an overview of the Ontario Hospital Association Health Links Conference.

### **2. CALL TO ORDER**

D. Mann called the meeting to order at 5:00 pm.

### **3. CONFLICT OF INTEREST**

None

### **4. APPROVAL OF AGENDA**

D. Mann remarked that following discussion at Governance it was suggested the Board trial the use of a consent agenda. The goal will be to streamline the Board of Directors meetings and spend time on the items that require discussion and/or decisions.

Following discussion, the previous minutes were moved from the consent agenda to the regular agenda.

It was Moved by C. Tozer and Seconded by J. Farrell to approve the agenda as amended. Carried.

### **5. CONSENT AGENDA MATTERS**

Moved by B. Carman and Seconded by J. Hudson, the following items contained in the Consent Agenda were approved and adopted:

a. M-SAA Declaration of Compliance

Carried.

**6. APPROVAL OF PREVIOUS MINUTES**

It was Moved by J. Farrell and Seconded by B. Brook that the minutes of March 6, 2014 be approved with the following amendment: H. Sculthorpe was not present at the meeting. Carried.

**7. CHAIR REMARKS**

D. Mann reminded the Board of the upcoming Annual General Meeting on June 19<sup>th</sup> and noted that hospital memberships must be purchased prior to April 24<sup>th</sup>. In addition, D. Mann noted the release of the PATH newsletter and encouraged the Board Directors to subscribe.

**9. SENIOR STAFF REPORT**

The Senior Management report was pre-circulated. L. Davis noted that the Volunteer Recognition Event is being held on April 9<sup>th</sup> in the Education Centre and encouraged all Board members to attend.

Surge capacity issues continue at NHH. L. Davis noted that this has been experienced at most hospitals across Ontario; however it is something relatively new to NHH.

**10. Chief of Staff Report**

D. Mann reviewed the credentialing motion on behalf of D. Broderick.

J. Hudson queried on the status of the performance evaluations for Active physicians. L. Davis noted that, to her knowledge, all re-appointment application evaluations were completed as part of the credentialing process.

**Moved by J. Hudson and Seconded by C. Stewart**

1. Whereas the Credentials Committee, in accordance with the NHH By-laws, has reviewed and recommended to the Medical Advisory Committee that the credentials of the person(s) named below are in order and;

Whereas the Medical Advisory Committee has reviewed and recommended to the Board of Directors;

The Board of Directors hereby grants the following privileges to April 1, 2015:

- Dr. Ian Mazzetti, Locum privileges, Internal Medicine, Department of Medicine
- Dr. Carolyn Tram, Locum privileges, Internal Medicine, Department of Medicine
- Dr. Ernest Inegbu, Locum privileges, Internal Medicine, Department of Medicine

2. Whereas the Credentials Committee, in accordance with the NHH By-laws, has reviewed and recommends to the Medical Advisory Committee that the credentials of the person(s) listed below are in order and meet the criteria for re-Appointment to the Professional Staff for the year commencing April 1, 2014;

Whereas the Medical Advisory Committee has reviewed and recommended to the Board of Directors;

The Board of Directors hereby grants the following **2014 Re-Appointment privileges to April 2, 2015:**

1. **Active Staff (Physicians, Psychiatrists and Dentists)**

**Dr(s)** Al-Ali, Amin, Azzopardi, Barnard-Thompson, Barrie, Basmajian, Bayer, Bhargava, Bonham-Carter, Broderick, Caldwell, Collins, Cross, Daskalopoulos, Dersnah, Dobson, Emery, Essak, Forbes, Gibbons, Green, Hakim, Hameed, Hassard, Haukioja, Haunts, Jokay, Jones, Knackstedt, Krishnan, Kwok, Laidlaw, Lywood, MacPherson, Moorsom, Mulé, Narine, P., Oluyole, Pepper, Ruszkowski, Sharma, Stratford, A., Stratford, P., Swain, Woodward, P., Woodward, R.

2. **Further**, with respect to the re-appointment for **Dr. D. Wijeyesinghe**, the Credentials Committee recommends a change in status from Associate (Family Medicine) to Active (Family Medicine).

3. **Further**, with respect to **Dr. M. Kotowycz** and his formal request for status change from Associate Internal Medicine to Locum Internal Medicine.

4. **Locum Staff (Physicians)**

**Dr(s)** F. Crawford (ED); Elfirjani (IM), Elhajj (OBS), Geloso (AN), Gugliotto (AN), Hinkkala (Neph), Ip (AN), Kellett (IM), Maini (AN), Rofiman (IM), Sobowale (OBS), Vaga (ED), A. Islam (IM)

5. **Further**, with respect to **Dr. Wm. Morton**, from Locum (Anesthesiology) to that of Courtesy (Anesthesiology) as he now has scheduled shifts in the O.R.

6. **Courtesy Staff (Physicians, Psychiatrists and Dentists)**

**Dr(s)** Banerjee, Beaubien, Beck, Biggar, Blouin, Brooks, Butan, Carlyle, Cheung, T., Cheung, V., Chuhan, Connor, Dahle, Dickie, Dixon, Doris, Durante, Farewell, Fenton, Gardner-nix, Guy, Hanson, Harris, Hazell, Hughes, P., Hughes, Wm., Kammila, Kwan, Ling, Long, Maher, Meade, Milroy, Morton, T., Nearing, Palencar, Plue, Ravindran, Reesor, Rettle, Routh, Sewchand, Shipley, Simon, Tesluk, A., Tesluk, R., White, Zeiler, B. Mackenzie and M. Weir

7. **Further**, with respect to requests in status change from Courtesy Emergency Medicine to Active Emergency Medicine for both **Dr. N. Bartlett** and **Dr. J. McMillan**, the MAC supports this request.

8. **Midwifery Staff**

**ACTIVE** RM(s) – Audley, Barlow, Bonell, Brandson, Campbell, Corbiere, Croteau, Del Vecchio, Doiron, Fleming, Kwietniowski, Wattam and Woosley

**ASSOCIATE** RM(s) – Chapman, Rodrigue and Zettel (2013)

## 9. REPORTS

### 9.1 Finance and Audit Committee

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

The financial results ending February 28, 2014 show a net operating surplus of \$131,168 compared to a planned net operating surplus of \$28,502. Improvements are largely due to the mitigation strategies implemented in January 2014, including additional funding from the Foundation in support of the Gerontological and education programs. Main pressures continue in staffing and supplies due to occupancy and acuity.

### 9.2 Governance Committee

J. Russell provided the report of the Governance Committee.

The Committee reviewed draft By-law revisions. With comment from legal counsel reviewed, minor amendments were made to the draft By-laws and all other changes were accepted.

C. Stewart queried on length of time for professional staff to be considered Associate prior to moving to active, as outlined in By-law 20.03(e). M. Essak clarified that there is a requirement for an appropriate length of time before professional staff can apply for Active privileges. L. Davis agreed to seek clarification on wording from legal counsel and Chief of Staff.

**Whereas, the Governance Committee has reviewed the revised Hospital By-laws, It was Moved by J. Russell and Seconded by J. Farrell to approve the revised Hospital By-laws as presented subject to review of Professional Staff By-law 20.03(e). (copy of By-laws with accepted changes attached.) Carried.**

The Committee reviewed revisions to a number of Board policies. Each revision was accepted by the Committee. L. Davis noted that a new policy on donor recognition was in development.

**Whereas, the Governance Committee has reviewed the revised Board policies, It was Moved by J. Russell and Seconded by J. Hudson to approve the revised Board policies as presented. Carried.**

The Committee discussed the implementation of a consent agenda for Board of Director meetings to expedite discussions that are required from Board Committee work. The Committee agreed to a trial of the consent agenda for the April to June meetings.

A closed session for Directors only was discussed as best practice. This session would be excluding staff and ex-officio members and, if required, topics discussed would be reviewed with the CEO and/or the Chief of Staff.

Following discussion, the Board agreed that these closed sessions would be beneficial and suggested one be held after the current meeting.

**10. MATTERS FOR INFORMATION**

**Foundation Report**

No report was available.

**Auxiliary Report**

No report was available.

**11. IN CAMERA**

Moved by B. Gerber and Seconded by C. Stewart, the meeting moved to in-camera at 6:25 pm.

**12. TERMINATION OF MEETING**

The meeting was terminated at 8:10 pm on a motion from J. Russell.