

Minutes of the Meeting of the MICs Board of Directors
Wednesday, May 23rd, 2018 – 18h00
Via videoconference @ MICs Boardrooms (AGH Lead Site)

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| ANSON GENERAL HOSPITAL | |
| x | Patrick Britton - Chair |
| x | Danielle Delaurier – Vice-Chair |
| x | Stan Denault - Treasurer |
| regrets | Stéphanie Giguère – Municipal Representative |
| BINGHAM MEMORIAL HOSPITAL | |
| x | Bob Dennis – Chair |
| x | Irma Clarke – Vice-Chair |
| x | Roy Onlock – Treasurer |
| regrets | Doug Bender – Municipal Representative |
| LADY MINTO HOSPITAL | |
| x | Patricia Dorff – Chair |
| x | Gilles Chartrand – Vice-Chair |
| x | Julie Papineau – Treasurer |
| regrets | Renelle Bélisle – Municipal Representative |
| MICs GROUP OF HEALTH SERVICES | |
| x | Paul Chatelain – MICs Chief Executive Officer |
| x | Isabelle Boucher - MICs Chief Nursing Officer |
| x | Dr. Stephen Chiang – MICs Chief of Staff |
| x | Dr. Joey Tremblay – MICs President of Medical Staff |
| GUESTS | |
| x | Suzanne Gadoury – MICs Executive Assistant (<i>Recording Secretary</i>) |
| x | Gail Waghorn – MICs Chief Financial Officer / Executive Leader of Corporate Services |
| x | Rosaline & Léanne Genier – Cochrane |
| x | Michelle Lisiecki – Patient Care Manager - LMH |

1.0 Call to Order & Chairs Remarks (P. Britton)

1.1 The chair opened the meeting and welcomed everyone. He then inquired if there were any declarations of conflict of interest.

2.0 Approval of Agenda (P. Britton)

The agenda was reviewed.

Add: 19.2 CEO Appraisal and Compensation Recommendations requiring a motion

Add: 193 Request for additional week of vacation for the CEO

Motion:

Moved by: G. Chartrand

Seconded by: S. Denault

Be it resolved,

THAT the MICs Board of Directors approve the board agenda as amended.

Carried.

3.0 Trustee Education / Presentations

3.1 Patient Story – P. Chatelain

- Paul introduced Mrs. Génier and her daughter, Léanne, who told their story regarding the care of her father
- Léanne presented the events that led to her father's passing
- In November, he suffered a right side stroke which led to questioning the services he received in the hospital
- She will be making recommendations at the end of the presentation
- Mr. Génier lost control of his left side and collapsed on the floor of the arena on Nov. 3rd having suffered a stroke; prognosis of a stroke is very time dependent as millions of brain cells die every minute
- 911 was down and could not be reached so the police was called; they were able to radio the ambulance which arrived 15 to 30 minutes later to transfer the patient to the ER at Lady Minto Hospital
- Lady Minto Hospital ER staff did not identify the stroke and sent the patient to TDH for tests
- It took approximately 2 hours from onset before treatment was given via telemedicine with a doctor from Kingston
- Patient was then transferred back to LMH on Dec. 27th; Léanne asked how the patient information is transferred; who sees it? Mr. Génier did not receive the care he needed as there was a gap in services compared with the care he received at TDH
- While at TDH, his alpha FIM score was 42 which was too low to be moved to the Rehab Floor; however, he received 7 weeks of rehab at 3 hours per day
- A video of the patient was shown with the OT doing exercises at TDH
- LMH physiotherapist recommended ongoing exercises; noticed that patient was progressing well albeit slowly; she called the OT to discuss the purpose of the Bobath sling; there was some miscommunication regarding the sling and the nurses did not know how to put it on
- Treating physician had ordered a catheter for Mr. Génier but he asked to have it removed as it was causing him pain; it was mentioned in his chart but not removed; he stopped moving around afterwards due to the pain
- He was stable until January 6th and then sent to TDH for a CAT scan; his wife was not advised of this; the patient was alarmed that his wife was not accompanying him
- Mr Génier passed away on January 9th; there was no clear cause of death; on-duty nurse informed wife of husband's passing over the phone
- Patient's family wanted to have patient transferred to St. Joseph's CCC in Sudbury
- This should have been arranged by the hospital
- Recommendations: review local community ambulance services as needed; thorough review of 911 services to prevent breakdown of communication to unreachable telecommunication networks; proper diagnostic services in rural hospitals or appropriate air travel to nearest specialized hospital; cheaper preventative stroke option: carotid Doppler sonography every 3-5 years after age 50 (potential provincial proactive initiative); proper training to address ongoing stroke needs and communication with family; rehab units staffed by PTs, OTs, SLPs comprised of equipment to aid in the strengthening of affected fine and gross motor muscles; have a rehab unit set up or refer to other centres that can meet needs prior to discharge from treating hospital; share resources if other rural hospitals are in a radius less than 100kms including outpatient services; rethink catheterization (increased risk of infection); care plan to include family recommendations
- Board members were invited to ask questions

- Paul discussed this case with the NE LHIN Patient and Family Advisory Council who would like to speak to the family

4.0 Approval of Minutes (P. Britton)

- 4.1 Minutes of the MICs Board of Directors meeting held April 25th, 2018 were provided for information.

Motion:

Moved by: I. Clarke

Seconded by: R. Onlock

Be it resolved,

THAT the MICs Board of Directors approve the minutes of the meeting held April 25th, 2018 as presented.

Carried.

5.0 Follow-Up Items

- 5.1 Review of the 2017-2018 Board Work Plan

- The Board Work Plan was reviewed for the month of May.
- The CEO and Chief of Staff performance appraisals were held May 15th
- The ad hoc finance committee met on May 22nd to review the RFPs for Investments
- Sentinel Events/Near Misses & Adverse Events was removed as these are presented in March and September only.

6.0 MICs Finance

- 6.1 March 2018 Financial Statements – G. Waghorn

- Chief Financial Officer gave a verbal update on the financial statements for all sites
- Final financial statements are ongoing; still going through audit
- **BMH:** operating surplus of \$190,000
- **AGH:** deficit over \$100,000
- **SCM:** dollars were transferred to BSO program from the seniors mental health program; less than \$100,000 deficit
- **LMH:** operating surplus of \$458,791
- **VM:** received \$200,000 donation from an estate; will have to take it into revenue because it was not restricted to a specific item; will have a breakeven year

- 6.2 Investment Tender Update – G. Waghorn

- Received 12 proposals
- MICs Purchaser, CEO and CFO reviewed all proposals and short-listed to 5
- Committee then met to review the 5 RFPs
- The five finalists were invited to give a presentation in early June

- 6.3 RFP Energy Service Provider Update – G. Waghorn

- Intent is to enter into contract to improve overall energy efficiency
- There were three respondents; Gail was part of the internal selection committee; a fairly extensive RFP process was done
- Honeywell was awarded the contract
- They will do a comprehensive analysis and come up with a plan; looking at just over a million dollars in capital upgrades

- There should be some grants available for energy efficiency

7.0 Presentations/Reports (P. Britton)

7.1 Chief Executive Officer Report: (P. Chatelain)

- The report was provided for information.
- The CEO provided the following overview:
 - Ministry is still reviewing the financial statements for new SCM. Paul met with Martin; we have approval and the project is moving forward
 - Lobster dinner is planned and ready for Friday, May 25th, 2018.
 - Received funding for one FTE RN for each long-term care home effective July 1st, 2018.
 - The Long-Term Care Pharmacy contract has been extended with Medical Pharmacies for one more year.
 - CEO attended the Health Sciences North (HSN) Strategic Planning focus group at TDH on May 11th, 2018.
 - Rosedale renovations are still in progress; boardroom and flooring are now complete. The roof is near completion. The oil tanks and generator project at AGH will begin very soon.
 - Request for Proposals for investment tender is under review. The Energy Service Provider RFP was awarded on May 15th.
 - Over \$2.5 million in Exceptional Circumstance Project applications have been submitted to the Ministry. A response is expected over the summer.
- Board Members were invited to ask questions.
- Paul advised the board of the following: ONA Local Negotiations were held May 7th and 8th in Cochrane. The agreed to items were ratified on May 23rd by the MICs Executive Council.

7.2 Chief Nursing Officer Report: (I. Boucher)

- The CNO reported on the following items:
- Addressing Accreditation items: major test for compliance for two ROPS; work is underway

Recruitment

- LMH Patient Care Manager is leaving the organization
- Lynne Larose will be taking over this position
- Several offers for nurses have gone out; new grads are looking for work
- Will be operating under temporary licences until they graduate

Automated Dispensing Units

- Initiative from the NE LHIN; they have arrived at our facilities but not functional yet; missing piece of funding for the server; should be coming soon

Non-Urgent Transportation

- Platinum continues to provide good service now that staffing has stabilized; contract ends in June; we are exploring an opportunity to go with Lacroix; waiting for a quote

- Board members were invited to ask questions.

8.0 Medical Staff (Dr. S. Chiang)

8.1 Chief of Staff Report:

- The report was provided for information.
- Topics covered were:

- OMA/Ministry of Health and Long-Term Care Negotiation Update: arbitration has started; results are pending
- Timiskaming-Cochrane Local Education Group: education conference on “Care for the Elderly” is being held Friday, May 25th; board members are invited to attend
- Legislation Changes: the definition of “patient” in relation to allegations of sexual abuse in the Regulated Health Professional Act was amended; the exemption to prescribe methadone was lifted; the CPSO is making changes to reflect this
- MICs Physician Manpower Survey: the document was provided for information; it indicates each physician’s plans for the next 5 to 10 years
- IFFHT executive team met to discuss Dr. Boettcher’s move to Matheson; will need to recruit another physician for Iroquois Falls

9.0 LHIN / MOHLTC Business (P. Chatelain)

9.1 N/A

10.0 MICs Quality Committee (I. Boucher)

10.1 Quality Committee Minutes

- Minutes of the meeting held March 14th, 2018 were provided for information.

10.2 Insurance Claims Aggregate Report

- The report was provided for information
- This is an annual report on shared claims submitted throughout the year
- There was one claim for 2017-2018 for liability of bodily injury at LMH which remains open at this time; we don’t have a high volume of claims

10.3 Patient Relations Aggregate Report

- The report for the period of January to December 2017 was provided for information
- Graphs show percentages by quarter, feedback by category, service area and site
- MICs acknowledges complaints within 5 days
- Aim to complete them within a 30-day timeframe; this is not always possible

11.0 Site Business (P. Britton)

11.1 Anson General Hospital:

- N/A

11.2 Bingham Memorial Hospital:

- N/A

11.3 Lady Minto Hospital:

- N/A

12.0 Partnership Business (Bob Dennis)

12.1 April 2018 Board Effectiveness Survey Results

- 10 out of 12 surveys were submitted.

12.2 May Board Effectiveness Survey

- The survey was emailed via Survey Monkey.

12.3 Approval of Proposed By-law Change to Article 4.9 (i) “Ensure Effective Communication and Community Relationships”

- Motion: remove items (i) and (iii) to reflect amendment to by-law Article 10.3 “Community Meeting”

Moved by: G. Chartrand

Seconded by: P. Dorff

Be it resolved,

THAT, the MICs Board of Directors approve the amendment to Article 4.9 (i) of the by-laws as presented.

Carried.

12.4 Approval of Proposed By-law Change to Article 4.9 (m) “Language and Culture”

- Motion: to remove “through an interpreter if need be” as per the recommendation of the LHIN

Moved by: D. Delaurier

Seconded by: R. Onlock

Be it resolved,

THAT, the MICs Board of Directors approve the amendment to Article 4.9 (m) of the by-laws as presented.

Carried.

13.0 Board Committee Minutes

13.1 N/A

14.0 MICs News (P. Britton)

- May 2018 MICs News was provided for information.

15.0 Next Meeting Date (P. Britton)

- Wednesday, June 20th, 2018 at 5:00 p.m. (LMH Lead Site)
- Annual General Meeting on June 20th, 2018 at 6:00 p.m. (The Pavilion, Cochrane)

16.0 Generative Thinking (P. Britton)

- N/A

17.0 Upcoming Meeting Dates

- As per agenda.

18.0 In Camera

18.1 Motion to go in camera

Moved by: S. Denault

Seconded by: I. Clarke

18.2 Discussion of physician privileges

18.3 Motion to go out of camera

Moved by: P. Dorff

Seconded by: J. Papineau

19.0 Motions

19.1 Approval of physicians’ hospital privileges

- Motion to approve the list of reappointments to the Professional Staff in the categories of Active Staff, Locum Tenens, Consulting and Courtesy as recommended

by the MICs Medical Advisory Committee taking into account conditions for a few physicians

Moved by: G. Chartrand
Seconded by: D. Delaurier

Be it resolved,

THAT the MICs Board of Directors approve hospital privileges for all physicians listed in the attachment provided as recommended by the MICs Medical Advisory Committee as presented. It is to be noted that Dr. Richard McGuire be given privileges for Lady Minto Hospital only.

Carried.

19.2 Meeting without Management

- CEO Appraisal and Compensation Recommendations
- Approval of CEO's Appraisal and Compensation Recommendations
- Motion to approve the CEO's salary and goals for 2019

Moved by: G. Chartrand
Seconded by: B. Dennis

Be it resolved,

THAT the MICs Board of Directors approve the CEO's salary and goals for 2019 as recommended by the MICs Board Ad Hoc Committee as presented.

Carried.

19.3 Request for an additional week of vacation for the CEO

- Approval of one additional week of vacation for the CEO as of April 1st, 2018

Moved by: S. Denault
Seconded by: I. Clarke

Be it resolved,

THAT the MICs Board of Directors approve an additional week of vacation for the CEO effective April 1st, 2018 as discussed during the CEO's performance appraisal as presented.

Carried.

20.0 Adjournment (P. Britton)

- There being no further business, the meeting adjourned at 8:35 p.m.

CHAIR, Bingham Memorial Hospital

CHAIR, Anson General Hospital

CHAIR, Lady Minto Hospital

SECRETARY, MICs CEO