

M I N U T E S
MICs Annual General Meeting
Wednesday, June 20th, 2018 – 1800 Hours
The Pavilion, Cochrane

ANSON GENERAL HOSPITAL	
x	Patrick Britton – Chair
x	Danielle Delaurier – Vice-chair
x	Stan Denault - Treasurer
x	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
x	Renelle Bélisle – Municipal Representative
MICs GROUP OF HEALTH SERVICES	
x	Paul Chatelain – MICs Chief Executive Officer
x	Isabelle Boucher – MICs Chief Nursing Officer / Executive Leader of Clinical Services
x	Dr. Stephen Chiang – MICs Chief of Staff
regrets	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
regrets	Sylvie Lavoie-Girard – MICs Director of H.R. / Executive Leader of Employment Services
x	Kelly Baxter – MICs Director of Care / Executive Leader of Long-Term Care
x	Chad Lauzon – Auditor for the MICs Group of Health Services
x	Derek Gascoigne – General Manager, Northern Supply Chain
x	Robyn Goral – Manager, Strategic Sourcing & Transition, Northern Supply Chain

1. CALL TO ORDER

- P. Dorff called the meeting to order

2. WELCOMING REMARKS OF THE CHAIR

- P. Dorff welcomed everyone and thanked them for coming out.

3. CONFIRMATION OF QUORUM

- It was recorded that there was a quorum.

4. NOTICE OF MEETING

As per Article 3.3 of the Corporate By-Laws, notice of the Annual meeting was published in the Cochrane Times-Post and the Enterprise on June 6th and June 13th, 2018 and posted on the MICs website on May 29th, 2018.

In addition, notices were e-mailed to all of the Corporate Members on May 24th, 2018.

Therefore we have satisfied the notice requirements for the Annual Meeting of the Corporation as required in the By-laws.

5. INTRODUCTION OF THE BOARD MEMBERS

- P. Dorff asked the members in attendance to introduce themselves.
- P. Dorff introduced Derrick Gascoigne and Robyn Goral from Northern Supply Chain.

6. PRESENTATION

- Mr. Gascoigne provided some background information on the Northern Supply Chain as well as the organization's principles and priorities
- Northern Supply Chain is a shared services program that provides a full suite of services to 36 hospitals throughout Northern Ontario resulting in cost savings and improved patient and client care

7. MINUTES OF PREVIOUS MEETING

7.1 Minutes of the MICs Corporation meeting held June 21st, 2017 were provided for information.

Chair asked if there were errors or omission.

Hearing none, the Motion was declared.

THAT the MICs Board of Directors approve the minutes of the corporation meeting held June 21st, 2017 as presented.

Moved by: S. Giguère

Seconded by: R. Onlock

Carried.

8. BUSINESS ARISING FROM MINUTES

- There were no items of business arising from last year's Annual meeting.

9. RATIFICATION AND APPROVAL OF BY-LAW CHANGES

By-law amendments as recommended by legal counsel are supported by the Anson General, Bingham Memorial and Lady Minto Hospital Boards of Directors and presented to the Hospital Corporations for approval as follows:

ARTICLE 4 – BOARD OF DIRECTORS

1) Current Wording:

4.3 Corporation Board Composition

(a) The Directors of the Corporation shall supervise the management of the activities and affairs of the Corporation.

(b) The Board of Directors shall be comprised of the following Directors:

(i) Elected Voting Directors

Three (3) persons elected by the Members of the Corporation from the Catchment Area for respective terms not to exceed three (3) years.

(ii) Ex-Officio Voting Directors

One (1) ex-officio Director selected, following the Board's consideration of the Mayor's recommendation, from amongst the elected members of the Municipal Council.

(iii) Ex-Officio Non-Voting Partner Directors

The eight (8) voting directors of the other MICs Hospital Corporations.

(iv) Ex-Officio Non-Voting MICs Officers

(1) The Chief Executive Officer

(2) The Chief of Staff

(3) The MICs President of Medical Staff and

(4) The Chief Nursing Executive

(c) The ex-officio non-voting Directors shall hold office until their successors are appointed and each appointment must be confirmed yearly.

2) Revisions:

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3) Amended Wording:**4.3 Corporation Board Composition**

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- (c) The ex-officio non-voting Directors shall hold office until their successors are appointed.

4.9 Duties and Responsibilities of the Board1) Current Wording:

- a) Ensure Effective Communication and Community Relationships

- a. Establish a Community Advisory Council.
- b. Ensure that processes are established as required for engagement with the LHIN, other health service providers and the community when developing plans and setting priorities.
- c. Hold at least one annual meeting with the community to discuss the Hospital's performance, identify priorities and issues of interest to the community.
- d. Promote effective collaboration and engagement between the hospital and its community, particularly as it relates to organizational planning, mission and vision.
- e. Ensure the Hospital has a Policy to enable effective communication with its stakeholders and the public generally.
- f. Establish a web site that shall be used to post financial, quality and patient/workplace performance indicators, including without limitation, the Balanced Scorecard, the Performance Indicators, wait times indicators, the Patient Safety Indicators, and Board minutes so as to promote Board accountability and transparency. The information on the website shall be updated monthly.

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4.9 Duties and Responsibilities of the Board

1) Current Wording:

(m) Language and Culture

- i. Respect the cultural, linguistic, religious, and ethnic characteristics of the communities served;
- ii. Ensure services are provided in the predominate languages within the Community recognizing that the working language of the Hospital is English and services of a translator may be used as required.
- iii. The Hospital recognizes and supports the principle of French-speaking clients accessing health care services in their own language, and, as such, its goal is to provide services in both English and French, through an interpreter if need be.

2) Revisions:

(m) Language and Culture

- ii. Respect the cultural, linguistic, religious, and ethnic characteristics of the communities served;
- iii. Ensure services are provided in the predominate languages within the Community recognizing that the working language of the Hospital is English and services of a translator may be used as required.
- iv. The Hospital recognizes and supports the principle of French-speaking clients accessing health care services in their own language, and, as such, its goal is to provide services in both English and French, ~~through an interpreter if need be.~~

3) Amended Wording:

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- i. Respect the cultural, linguistic, religious, and ethnic characteristics of the communities served;

- ii. Ensure services are provided in the predominate languages within the Community recognizing that the working language of the Hospital is English and services of a translator may be used as required.
- iii. The Hospital recognizes and supports the principle of French-speaking clients accessing health care services in their own language, and, as such, its goal is to provide services in both English and French.

ARTICLE 10 – COMMUNITY ENGAGEMENT

1) Current Wording:

10.1 Establishment and Support of Community Advisory Council

The Board shall establish and maintain a Community Advisory Council.

10.2 Terms of Reference

The composition, roles and responsibilities of the Community Advisory Council shall be set out in the Board Governance Manual.

10.3 Community Meeting

Further to the Board's responsibilities to engage the community, the Board shall ensure that the Corporation hold at least one annual meeting with the community to discuss the Hospital's performance, identify priorities and issues of interest to the community.

2) Revisions:

10.1 Establishment and Support of a Patient and Family ~~Community~~ Advisory Council

The ~~Board~~ Chief Nursing Officer shall establish and maintain a Patient and Family ~~Community~~ Advisory Council.

10.2 Terms of Reference

The composition, roles and responsibilities of the Patient and Family ~~Community~~ Advisory Council shall be set out in the ~~Board Governance Manual~~ By-laws.

10.3 Community Meeting

~~Further to the Board's responsibilities to engage the community, the Board shall ensure that the Corporation hold at least one annual meeting with the community to discuss the Hospital's performance, identify priorities and issues of interest to the community.~~

3) Amended Wording:

10.1 Establishment and Support of a Patient and Family Advisory Council

The Chief Nursing Officer shall establish and maintain a Patient and Family Advisory Council.

10.2 Terms of Reference

- (a) The terms of reference for the Patient and Family Advisory Council are set out in Sections 10.3 and 10.4 respectively.

10.3 Roles and Responsibilities

The members of the Patient and Family Advisory Council shall:

- meet at least five (5) times yearly and attend ad-hoc meetings as required
- attend General Orientation session in conjunction with an orientation to their role as an advisor
- contribute ideas and suggestions that will enhance the patient experience and decision-making so that the patient has a voice in the delivery of health care services
- provide input into patient care and organizational processes
- advocate for patient and family needs from a broad perspective
- show commitment to improving care for all patients and family members by ensuring that the patient is the focal point of all discussions
- promote improved collaboration and relationships between patients, families and staff
- review recommendations which are referred to the council
- participate in the development of new programs, services and facilities

10.4 Membership

The Patient and Family Advisory Council shall consist of:

- a minimum of 2 patients or family members from each community (Matheson, Iroquois Falls and Cochrane)
- the Chief Executive Officer
- the Chief Nursing Officer
- Ad-hoc members: Chief Financial Officer, Director of Human Resources, Director of Care, Physicians, other guests as required
- Corporation Members were invited to ask questions.

Motion:

Moved by: G. Chartrand

Seconded by: I. Clarke

Be it resolved,

THAT the Corporations of Bingham Memorial Hospital, Anson General Hospital and Lady Minto Hospital approve the By-law amendments as presented.

Carried.

10. REPORTS OF THE CHAIRS

- The Chairs' reports were provided in the Annual Report.

11. REPORT OF THE CHIEF EXECUTIVE OFFICER

- The CEO Report was provided in the Annual Report.
- Paul addressed the assembly and highlighted the key achievements of the last fiscal year.

12. REPORT OF THE CHIEF NURSING OFFICER

- The Chief Nursing Officer's Report was provided in the Annual Report.

13. REPORT OF THE CHIEF OF STAFF

- The Chief of Staff's report was provided in the Annual Report.

14. REPORT OF THE HOSPITAL AUXILIARY PRESIDENTS

- The Hospital Auxiliary Presidents' reports were provided in the Annual Report.

Motion: That the reports of the Board Chairs, Chief Executive Officer, Chief Nursing Officer, Chief of Staff and Auxiliary Presidents are approved as presented.

Moved by: R. Bélisle

Seconded by: D. Delaurier

Carried.

15. REPORT OF THE AUDITOR

Chad Lauzon presented the summary financial statements for the year ending March 31st, 2018 for all three sites which were provided for information in the Annual Report.

The Audited Financial Statements are available for viewing on the MICs website.

Motion: approval of the Auditor's Report

Moved by: R. Onlock

Seconded by: B. Dennis

Be it resolved,

THAT the MICs Board of Directors approve the Auditor's Reports for Anson General Hospital, South Centennial Manor, Bingham Memorial Hospital, Lady Minto Hospital and Villa Minto ending March 31st, 2018 as presented.

Carried.

16. APPOINTMENT OF AUDITOR

Motion:

Moved by: J. Papineau

Seconded by: P. Dorff

Be it resolved,

THAT Collins, Barrow, Gagné, Gagnon, Bisson, Hébert, Chartered Accountants be re-appointed as the auditors for the fiscal year 2018-2019 as recommended by the MICs Audit and Finance Committee.

Carried.

17. ELECTION OF GOVERNORS TO THE BOARD

- The Nominating Committee recommends the following:

Patrick Britton be re-elected to the AGH Board of Governors for another three-year term

Gilles Chartrand be re-elected to the LMH Board of Governors for another three-year term

- There being no other Nominations, the following motion was proposed:

THAT the slate of nominations be approved by acclamation.

Moved by: R. Onlock

Seconded by: I. Clarke

Carried.

18. CLOSING REMARKS

- P. Dorff thanked everyone for coming out.

19. ADJOURNMENT

Motion to adjourn:

Moved by: I. Clarke

Seconded by: P. Britton

There being no further business, the meeting adjourned at 7:10 p.m.

Carried.

CHAIR, Bingham Memorial Hospital

CHAIR, Anson General Hospital

CHAIR, Lady Minto Hospital

SECRETARY, MICs CEO