

**Minutes of the Meeting of the MICs Board of Directors**  
**Wednesday, May 22<sup>nd</sup>, 2019 – 18h00**  
**Via videoconference @ MICs Boardrooms (AGH Lead Site)**

<b>ANSON GENERAL HOSPITAL</b>	
x	Danielle Delaurier – Chair
x	Ann Zsigmond
x	Stan Denault – Treasurer
x	Darcy Cybolsky – Municipal Representative
<b>BINGHAM MEMORIAL HOSPITAL</b>	
x	Bob Dennis – Chair
x	Irma Clarke – Vice-Chair
x	Roy Onlock – Treasurer
x	Jenny Gibson – Municipal Representative
<b>LADY MINTO HOSPITAL</b>	
x	Patricia Dorff – Chair
	Vacant – Vice-Chair
x	Julie Papineau – Treasurer
regrets	Desmond O’Connor – Municipal Representative
<b>MICs GROUP OF HEALTH SERVICES</b>	
x	Paul Chatelain – MICs Chief Executive Officer
regrets	Isabelle Boucher – MICs Chief Nursing Officer
x	Dr. Stephen Chiang – MICs Chief of Staff
x	Dr. Joey Tremblay – MICs President of Medical Staff
<b>GUESTS</b>	
x	Suzanne Gadoury – MICs Executive Assistant ( <i>Recording Secretary</i> )
x	Gail Waghorn – MICs Chief Financial Officer / Executive Leader of Corporate Services
x	Jeff Brown – 18 Asset Management

**1.0 Call to Order & Chairs Remarks (D. Delaurier)**

1.1 The chair opened the meeting and welcomed everyone. She then inquired if there were any declarations of conflict of interest. There were none.

**2.0 Approval of Agenda (D. Delaurier)**

The agenda was reviewed.

Add 14.2.1 Physician Recruitment Incentive requiring a motion

Motion:

Moved by: S. Denault

Seconded by: D. Cybolsky

Be it resolved,

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

Carried.

**3.0 Trustee Education / Presentations**

3.1 Investments – J. Brown of 18 Asset Management

- The presentation was provided for information
- Jeff gave a brief introduction of his company and staff
- Together, they designed a balanced fund strategy in line with MICs' recommendations and created customized and flexible reporting resulting in a 67% reduction in fees
- With the consolidation of the three accounts, reporting has been streamlined and strengthened; report is 10 to 12 pages long and tailored to MICs requirements
- Portfolio highlights and performance as well as an investment summary were provided for information
- Board members were invited to ask questions.
- Quarterly investment reports received by the CFO will be distributed to the board members for their information.

#### 4.0 Approval of Minutes (D. Delaurier)

- 4.1 Minutes of the MICs Board of Directors meeting held April 24<sup>th</sup>, 2019 were provided for information.

Motion:

Moved by: D. Cybolsky

Seconded by: R. Onlock

Be it resolved,

**THAT** the MICs Board of Directors approve the minutes of the meeting held April 24<sup>th</sup>, 2019 as presented.

Carried.

#### 5.0 Follow-Up Items

- 5.1 Review of the 2018-2019 Board Work Plan

- The Board Work Plan was reviewed for the month of May.
- The Chief of Staff Performance Appraisal was held May 15<sup>th</sup> and the CEO Performance Appraisal is scheduled for May 23<sup>rd</sup>. Both summaries will be compiled and provided in June.
- An ad for the LMH Board position was placed in the local paper and website; applications will be reviewed and interviews scheduled as required. However, as of today, no applications have been received.
- The investment review was presented today.

#### 6.0 MICs Finance

- 6.1 March 2019 Financial Statements – G. Waghorn

- Chief Financial Officer gave a verbal review of the financial statements for all sites
- There have been no significant adjustments for any of the hospitals
- The auditor will be giving a more detailed statement at the next meeting

**BMH:**

- Will be ending the year in a large surplus; investment income was realized; this put operational surplus at \$750,000

**AGH:**

- Surplus of \$330,000; related to investment gains realized when we transitioned into existing portfolio

**LMH:**

- Surplus of \$500,000

**7.0 Presentations/Reports (D. Delaurier)**

**7.1 Chief Executive Officer Report: (P. Chatelain)**

- The report was provided for information.
- The CEO provided the following overview:
  - Initial soil samples results are in; while not ideal, they are better than the current site; meeting with engineers and architect later this month; preliminary recommendation is to pre-load site prior to development which will be less expensive than current site but will take a year to settle. Option A is to relocate behind the hospital; option B is to stay at the original site.
  - The SCM fundraising committee is planning the annual lobster dinner on May 25.
  - The provincial budget was announced on April 11. Small hospitals will be receiving a 1% increase. Small hospital transformation funding will be rolled into hospital base funding; part of this funding will go towards non-urgent patient transportation and Pac-Med. HIRF and ECP funding will continue through an application process. Hospitals have been reimbursed for a percentage of the cost paid for non-urgent transportation.
  - We are aggressively recruiting for 6 physicians and 1 general surgeon. We will be forming a Physician Recruitment and Retention Committee including members of each town council. The focus will be on recruiting for primary care.
  - We have endorsed the Timmins and District's Health Team readiness survey.
  - An open forum in Iroquois Falls will be scheduled sometime in June once we have more information on the SCM redevelopment.
- Board Members were invited to ask questions.

**7.2 Chief Nursing Officer Report: (I. Boucher)**

- The CNO provided the following overview:

**Quality, Risk and Patient Safety**

- Leads have been chosen for the Quality Improvement Plans; meetings will be scheduled.

**Nursing**

- Staffing continues to be a challenge at each site due to staff transferring to other sites, sick leaves, resignations, maternity leaves, etc. Some positions have been filled and job postings are being posted for others. Staff have been doing an excellent job filling available shifts.
- There has been an increase in census and acuity at all sites. Complex Continuing Care beds are full at each site with patients awaiting services elsewhere (ALC). AGH and LMH also have ALC patients occupying acute care beds.

**Emergency Department**

- |                        |                          |
|------------------------|--------------------------|
| ○ <b>Total Visits:</b> | <b>Total Wait Times:</b> |
| AGH: 1,757             | AGH: 4.8 hours           |
| BMH: 513               | BMH: 4.1 hours           |
| LMH: 2,560             | LMH: 4.8 hours           |

The NELHIN target is 4 hours.

o **Wait Time for Physician Assessment**

**CTAS 1-2:**

AGH: 1.1 hours

BMH: 0.3 hours

LMH: 1.4 hours

**CTAS 3:**

AGH: 2.8 hours

BMH: 0.6 hours

LMH: 2.9 hours

**CTAS 4 & 5:**

AGH: 2.3 hours

BMH: 0.9 hours

LMH: 2.9 hours

**Pharmacy Services**

- o Interviews for pharmacist took place; one candidate participated in a site visit.
- o Utilizing North West Pharmacies in the interim while recruiting for a pharmacist.
- o The Automatic Dispensing Units should be implemented by the fall.
- 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.
  - o **Medical Director at Villa Minto**  
Dr. McPherrin will be stepping down as Medical Director of Villa Minto on June 1, 2019 and Dr. Bruno will become the Acting Medical Director under Dr. Chiang's supervision. Dr. Bruno is currently the physician for South Centennial Manor.
  - o **MICs Chief of Staff**  
Dr. Chiang will be stepping down as MICs Chief of Staff on June 30, 2019 after completing his three-year term. The MICs Board of Directors will appoint a new Chief of Staff who will start on July 1, 2019.
  - o **Re-application for Hospital Privileges for Medical Staff**  
The MICs Credentialing Committee met to review the re-applications for hospital privileges for medical staff and have made recommendations to the MICs MAC.
  - o **May 1<sup>st</sup> Doctors' Day**  
Many patients and staff members sent their appreciation to many physicians.
  - o **Ontario Health Teams**  
The Ontario Medical Association and the Association of Family Health Teams of Ontario are encouraging physicians to actively participate in the formation of Ontario Health Teams but have not provided any specific recommendations or guidelines.
  - o **Recruitment of Physicians Update**  
We have not been successful in recruiting physicians for our three communities but will continue our rigorous efforts to recruit a general surgeon for Cochrane and family physicians for all three communities.

**9.0 LHIN / MOHLTC Business (P. Chatelain)**

9.1 N/A

**10.0 MICs Quality Committee (I. Boucher)**

10.1 Quality Committee Minutes

- N/A

**11.0 Site Business (D. Delaurier)**

11.1 Anson General Hospital:

- Amalgamation
  - CEO stated that the motion is to start the process of preparing for amalgamation. He spoke with Kate Fyfe of the NELHIN who highly recommends that MICs amalgamate. This would be a good strategic move to make at this time. Amalgamating would most likely guarantee that all three hospitals would submit a balanced budget.

Motion:

Moved by: D. Cybolsky

Seconded by: A. Zsigmond

Be it resolved,

**THAT** the AGH Board of Directors endorses the CEO and legal counsel to begin the preparation of the amalgamation documents as presented.

Carried.

11.2 Bingham Memorial Hospital:

- Amalgamation

Motion:

Moved by: R. Onlock

Seconded by: I. Clarke

Be it resolved,

**THAT** the BMH Board of Directors endorses the CEO and legal counsel to begin the preparation of the amalgamation documents as presented.

Carried.

11.3 Lady Minto Hospital:

- Amalgamation

Motion:

Moved by: P. Dorff

Seconded by: J. Papineau

Be it resolved,

**THAT** the LMH Board of Directors endorses the CEO and legal counsel to begin the preparation of the amalgamation documents as presented.

Carried.

**12.0 Partnership Business (Bob Dennis)**12.1 April 2019 Board Effectiveness Survey Results

- 10 out of 12 surveys were submitted.

12.2 May 2019 Board Effectiveness Survey

- The survey was emailed via Survey Monkey.

12.3 Approval of Bylaw Amendments

- The LHIN has recommended the following revision to the Preamble in order to be in compliance with ministry regulations

Motion: add paragraph “To guarantee access to quality programs and services at Villa Minto in both official languages on a permanent basis according to its French language services designation under the *French Language Services Act*.”

Moved by: A. Zsigmond

Seconded by: J. Papineau

Be it resolved,

**THAT** the MICs Board of Directors approve the recommended revision as presented.

Carried.

#### Approval of Bylaw Amendment to Article 1.1 “Definitions”

- The LHIN has recommended the following revision to Article 1.1 in order to be in compliance with ministry regulations

Motion: add “the French Language Act” at the end of paragraph ff Legislation

Moved by: P. Dorff

Seconded by: J. Gibson

Be it resolved,

**THAT** the MICs Board of Directors approve the recommended revision as presented.

Carried.

#### Approval of Bylaw Amendment to Article 4.3 Corporation Board Composition

- The LHIN has recommended the following revision in order to be in compliance with ministry regulations

Motion: add (d) “In order to reflect the bilingual nature of the catchment area, the elected membership of the **LMH** board of directors will include a minimum of 40% representation from the Francophone community.”

Moved by: P. Dorff

Seconded by: R. Onlock

Be it resolved,

**THAT** the MICs Board of Directors approve the recommended revision as amended.

Carried.

#### Approval of Bylaw Amendment 4.9 Duties and Responsibilities of the Board

- The LHIN has recommended the following revision in order to be in compliance with ministry regulations

Motion:

m) ii - remove “and services of a translator may be used as required”;

m) iii) remove “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.”;

add iv) “A French Language Services Committee will oversee the development of a plan for the provision of French language services in accordance to its mandate and

the Corporation's French Language Services Policy. The **LMH** Board of Directors ensures the implementation of the French Language Services Policy.”

add v) “Villa Minto's French language services annual report, mandated by the Ministry of Health and Long-Term Care, approved by the **LMH** Board of Directors, shall be presented at the Annual General Meeting.”

Moved by: I. Clarke

Seconded by: P. Dorff

Be it resolved,

**THAT** the MICs Board of Directors approve the recommended revisions as amended.

Carried.

#### Approval of Bylaw Amendment 7.1 Establishment of Committees

- The LHIN has recommended the following revision in order to be in compliance with ministry regulations

Motion:

7.1 a) - add v) Fiscal Advisory Committee

7.1 c) – add: “The committees of the **LMH** board of directors will include a minimum of 40% representation from the Francophone community, which is the percentage reflective of the Francophone population of the catchment area.”

Moved by: R. Onlock

Seconded by: D. Cybolsky

Be it resolved,

**THAT** the MICs Board of Directors approve the recommended the revisions for 7.1 a) only as presented. 7.1 c) will be tabled.

Carried.

#### 12.4 Approval of Medical Directors

- The following applications for medical director of each site were submitted: Dr. Bruno for AGH, Dr. Small for LMH and Dr. Boettcher for BMH

Motion:

Moved by: R. Onlock

Seconded by: I. Clarke

Be it resolved,

**THAT** the MICs Board of Directors approve the appointment of Dr. Bruno, Dr. Small and Dr. Boettcher as Medical Directors of their respective sites as presented.

Carried.

### 13.0 Board Committee Minutes

13.1 N/A

### 14.0 In Camera

14.1 Motion to go in-camera

Moved by: J. Gibson

Seconded by: P. Dorff

14.2 Discussion regarding physician privileges

14.2.1 Discussion regarding physician recruitment incentive

14.3 Motion to go out of in-camera

Moved by: I. Clarke

Seconded by: J. Gibson

14.4 Motions to approve:

Approval of physician 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

Moved by: R. Onlock

Seconded by: J. Papineau

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.

**Motion** to approve the change in scope of practice for Christiane Bergeron, N.P. from “courtesy” to “active” as she will be providing services to the residents of Villa Minto as of June 1<sup>st</sup>, 2019.

Moved by: D. Cybolsky

Seconded by: P. Dorff

Be it resolved,

**THAT** the MICs Board of Directors approve the change in scope of practice for Christiane Bergeron, N.P. as recommended by the MICs Medical Advisory Committee as presented.

Carried.

**Motion** to approve the purchase of a physician house in Matheson up to \$230,000 plus \$50,000 in upgrades on the condition that the seller is responsible for the solar panel contract.

Moved by: I. Clarke

Seconded by: J. Gibson

Be it resolved,

**THAT** the BMH Board of Directors approve the purchase of a physician house in Matheson up to \$230,000 plus \$50,000 in upgrades as amended.

Carried.

**15.0 MICs News (D. Delaurier)**

- May 2019 MICs Newsletter was provided for information.



**16.0 Next Meeting Date** (D. Delaurier)

- Wednesday, June 26<sup>th</sup>, 2019 at 7:00 p.m. (LMH Lead Site)

**17.0 Upcoming Meeting Dates**

- As per agenda.

**18.0 Adjournment** (D. Delaurier)

- There being no further business, the meeting adjourned at 8:25 p.m.

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CHAIR, Bingham Memorial Hospital

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CHAIR, Anson General Hospital

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CHAIR, Lady Minto Hospital

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SECRETARY, MICs CEO