

Minutes of the Meeting of the MICs Board of Directors
Wednesday, October 23rd, 2019 – 18h00
Via videoconference @ MICs Boardrooms (AGH Lead Site)

ANSON GENERAL HOSPITAL	
x	Danielle Delaurier – Chair
x	Ann Zsigmond
x	Stan Denault – Treasurer
x	Darcy Cybolsky – Municipal Representative
BINGHAM MEMORIAL HOSPITAL	
x	Bob Dennis – Chair
x	Irma Clarke – Vice-Chair
R	Roy Onlock – Treasurer
x	Jenny Gibson – Municipal Representative
LADY MINTO HOSPITAL	
x	Pat Dorff – Chair
	Vacant – Vice-Chair
	Vacant – Treasurer
R	Desmond O’Connor – Municipal Representative
MICs GROUP OF HEALTH SERVICES	
x	Paul Chatelain – MICs Chief Executive Officer
x	Isabelle Boucher – MICs Chief Nursing Officer
x	Dr. Joey Tremblay – MICs Chief of Staff
x	Dr. Auri Bruno-Petrina – MICs President of Medical Staff
GUESTS	
x	Suzanne Gadoury – MICs Executive Assistant (<i>Recording Secretary</i>)
x	Gail Waghorn – MICs Chief Financial Officer

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.

Motion:

Moved by: I. Clarke

Seconded by: P. Dorff

Be it resolved,

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

Carried.

3.0 Trustee Education / Presentations

3.1 Ontario Health Teams – P. Chatelain

- The presentation “What a Director Needs to Know” was provided for information

- Explains how the health teams are being made and the criteria used
- HSN has been approved for full implementation and Timmins has been approved for further development
- A second round of self-assessments are being done
- Most OHTs are in operational coordination; they expect to have joint board governance before they have a corporate entity
- MICs is in a good position due to their shared partnership
- MICs continues to endorse the TDH Health Team application however it is more likely that we will wind up with the HSN Health Team

4.0 Approval of Minutes (D. Delaurier)

- 4.1 Minutes of the MICs Board of Directors meeting held September 25th, 2019 were provided for information.

Board member requested that item 11.3 be separated into two different agenda items; the motion will become 11.4

Motion:

Moved by: D. Cybolsky

Seconded by: A. Zsigmond

Be it resolved,

THAT the MICs Board of Directors approve the minutes of the meeting held September 25th, 2019 as amended.

Carried.

5.0 Follow-Up Items

- 5.1 Review of the 2019-2020 Board Work Plan
- The Board Work Plan was reviewed for the month of October.
 - The Strategic Planning Update is being presented today.
 - The GCE Self-Assessment Reports are also being reviewed.
 - The H.R. statistics will be moved to January 2020.

6.0 MICs Finance

- 6.1 August 2019 Operating Statements – G. Waghorn

- Chief Financial Officer gave an overview of the operational statements for all sites.
- Received one-time capacity funding and confirmation letters this week
- BMH will be receiving \$63,000; AGH \$84,000; LMH \$108,000
- Will be able to recognize NUPT costs received through the transformation funding

BMH:

- Hospital is operating at a surplus of \$221,879 at the end of August; submitted a breakeven budget; there was a decrease in costs in July and August; overtime costs in nursing were \$130,000 – significant increase since last year
 - Total Operating Revenue: \$3,361,655
 - Total Operating Expenses: \$3,139,776
 - Surplus: \$221,879

AGH:

- There was a decrease in overall operating costs compared to prior months; overtime \$107,000 which is less than last year; financial situation has improved
 - Total Operating Revenue: \$3,888,823
 - Total Operating Expenses: \$4,031,215
 - Deficit: (\$142,392)

SCM:

- Deficit has increased since last year due to sick and overtime costs; over budget by \$20,000 in plant maintenance due to aging building
 - Total Operating Revenue: \$2,198,335
 - Total Salaries & Wages: \$1,531,669
 - Employee Benefits/Medical Staff Remuneration: \$499,562
 - Total Supplies & Expenses: \$382,643
 - Medical & Surgical Supplies: \$42,725
 - Deficit (operations): (\$258,264)
 - Deficit (non-operations): (\$93,454)

LMH:

- Hospital is operating at a deficit of \$19,448 at the end of August; decrease in major supply expenditures; reduction in benefit costs in the summer due to CPP maxing out
 - Total Operating Revenue: \$5,919,742
 - Total Operating Expenses: \$5,939,190
 - Deficit: (\$19,448)

VM:

- Increase in deficit due to one-time estate donation being used up
 - Total Revenue: \$1,158,146
 - Total Salaries & Wages: \$799,677
 - Employee Benefits/Medical Staff Remuneration: \$251,315
 - Total Supplies & Expenses: \$123,595
 - Medical & Surgical Supplies: \$17,441
 - Deficit (operations): (\$33,882)
 - Deficit (non-operations): (\$11,438)
 - Total Deficit: (\$45,320)

Motion to approve August 2019 Operating Statements

Moved by: J. Gibson

Seconded by: I. Clarke

Be it resolved,

THAT, the MICs Board of Directors approve the August 2019 Operational Statements for Bingham Memorial Hospital, Anson General Hospital, South Centennial Manor, Lady Minto Hospital and Villa Minto as presented.

Carried.

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:
 - Architect met with AGH Board on Oct. 10 to review topographical survey; pre-loading of soil will not be necessary but will need light weight fill resulting in

significant cost and time savings; architect to review location of building and costs and provide options in late November; will not have to wait one year for soil to settle; three options in regards to location and size of the building; Mayor Britton and CEO are meeting with Minister Fullerton to discuss next steps

- Still waiting for amalgamation application from NELHIN in terms of next steps.
- Waiting to hear back from the Ministry on our \$2 million HIRF ECP grants submission; Phase 1 of LMH Lab renovations has begun; to be completed by end of November; oil tanks for SCM have been tendered; generators and chillers for LMH and BMH have been ordered.
- We have formed a Physician Recruitment and Retention Committee including members from each town council who are meeting on Nov. 6, 2019. Will need to find the “Goderich physician recruitment” clip.
- Moose FM is holding a Radio-thon on Dec. 13, 2019 to raise \$100K for laboratory equipment which will benefit all sites.
- Board Members were invited to ask questions.

7.2 Chief Nursing Officer Report: (I. Boucher)

- The CNO reported on the following items:
 - Meeting with Director of H.R. and Patient Care manager to review nursing needs for each site.
 - New Patient Care Manager for AGH/BMH started October 15th.
 - NEORCC site visit was held Sept. 25th; report not yet available
 - Have not heard anything from Accreditation Canada regarding our submission
 - Will be receiving Palliative Care funding to support Hospice volunteer program
 - Attended NUPT teleconference on Oct. 15th
 - Flu vaccination clinics are being offered to Team Members.
 - There were 272 visits to our Oncology department with 163 patients receiving treatment; the balance of visits were for supportive care (PICC line care, removal of infuser bottle, blood transfusion)
 - The average wait time for CTAS 4 & 5 (non-urgent and less urgent) for both BMH (1.6) and LMH (4.1) are below the 4.2 target; AGH’s average wait time (7.5) is higher due to transfer times.
 - Pharmacy recruitment efforts are ongoing; hosted a site visit with a prospective candidate
 - ADU (Automated Dispensing Unit) implementation is progressing; BMH and LMH have gone live; AGH will go live at the end of October.
 - The new Corporate Scorecard for 2019-2020 was provided for information; there was no data for Resident satisfaction for LTC because there were no respondents; we are working on a more formalized process for LTC; there are two indicators in development: Potential Avoidable ER Visits and Discharged Patient Summaries (in progress)
 - Installed surveillance cameras in SCM to monitor residents for falls
 - When an indicator is red, the CNO looks at the cause and reviews the data to determine the seriousness of the incident
 - It was requested that numbers be provided to put percentages in perspective
- Board members were invited to ask questions.

8.0 **Medical Staff** (Dr. S. Tremblay)

8.1 Chief of Staff Report:

- Dr. Tremblay provided a verbal update on the following:

- Actively recruiting for six MDs for all three sites
- Brought back oral and urology services; held a urology clinic yesterday
- Received positive feedback from nurses
- Next LEG education is being held on Nov. 15th

8.2 Medical Advisory Committee Minutes

- Minutes of the MICs MAC meeting held June 19th, 2019 were provided for information

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:

- N/A

11.2 Bingham Memorial Hospital:

- N/A

11.3 Lady Minto Hospital:

- N/A

12.0 Partnership Business (Bob Dennis)

12.1 September 2019 Board Effectiveness Survey Results

- 12 out of 13 surveys were submitted.

12.2 October Board Effectiveness Survey

- The survey was emailed via Survey Monkey.

12.3 ONE Initiative Wave 2 – P. Chatelain

- The letter of support was provided for information; once signed, it will signify the board's commitment to support the ONE initiative and achieve "One Person, One Record, One System" by installing a single Electronic Health Record across 24 hospitals in the North East.
- Dr. Tyler Christie will be our guest speaker next month on this subject
- This is an important initiative for our whole region and it will be very expensive
- The board will be required to pass a motion confirming their commitment to this initiative
- Total capital cost at the regional level will be \$74.1M with a total annual operating cost of \$25.8M to be shared among all hospitals
- MICs' share will be approximately \$2.5M of the total cost
- Hospitals who opt out of the ONE initiative will have to pay approximately 20% more than they would if all hospitals moved to Expanse (fewer hospitals to cost share with); the remaining hospitals will see their NEON fees increase to 380% of what they currently are; this is about the same cost as moving to Expanse
- This initiative will offer a portal where patients can access their test results and book appointments which will lead to a better patient experience
- With the upcoming linkage to other hospitals, cyber security is being ramped up

significantly

- Go live date is projected for October 2022

12.4 Strategic Planning Update – P. Chatelain

- CNO presented the Q1 Performance Measures scorecard which was drafted for the Strategic Planning Committee; this goes hand in hand with the Strategic Operating Plan
- Data was provided for each objective where available

12.5 GCE Self-Assessment Summary – P. Chatelain

- Only 8 out of 16 board members submitted their self-assessment survey
- The Ad Hoc Committee reviewed the reports and developed an action plan for the board members to review and provide feedback on.
- We will not have a board retreat this year as we had one last year.

12.6 Rescinding of By-law Amendment Approval of Article 1.1 Definitions “Excluded Person” – P. Chatelain

- This by-law was implemented for a reason; according to the OHA, this by-law is considered “best practice”
- Board members who are related to Team Members would be in constant conflict of interest and would have to recuse themselves for most motions
- After careful consideration, the Board Ad Hoc Committee is recommending that the amendment to this article be rescinded in order to preserve the integrity of the Board of Directors
- There was some discussion regarding the pros and cons of amending this by-law

Motion to rescind the approval to the amendment to Article 1.1 Definitions “Excluded Person” of the by-laws

Moved by: B. Dennis

Seconded by: P. Dorff

Be it resolved,

THAT, the MICs Board of Directors approve the rescinding of the approval to the amendment to Article 1.1 Definitions “Excluded Person” of the by-laws as presented.

Carried.

All in favour – 4 / Against 3

13.0 Board Committee Minutes

13.1 N/A

14.0 In Camera

14.1 Motion to go in camera

Moved by: A. Zsigmond

Seconded by: J. Gibson

14.2 Discussion of physician privileges

14.3 Motion to go out of camera

Moved by: P. Dorff

Seconded by: I. Clarke

14.4 Approval of physician privileges

- Motion to approve locum tenens privileges for Dr. Joey Quevillon and courtesy

privileges in the surgical dentistry program for Dr. Claude Raymond as recommended by the Medical Advisory Committee

Moved by: D. Cybolsky

Seconded by: J. Gibson

Be it resolved,

THAT the MICs Board of Directors approve locum tenens privileges for Dr. Joey Quevillon as well as courtesy privileges in the surgical dentistry program for Dr. Claude Raymond as recommended by the MICs Medical Advisory Committee.

Carried.

15.0 MICs News (D. Delaurier)

- October 2019 MICs Newsletter were provided for information.

16.0 Next Meeting Date (D. Delaurier)

- Wednesday, November 27th, 2019 at 6:00 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 8:43 p.m.

19.0 Meeting without Management

CHAIR, Bingham Memorial Hospital

CHAIR, Anson General Hospital

CHAIR, Lady Minto Hospital

SECRETARY, MICs CEO