

Minutes of the Meeting of the MICs Board of Directors
Wednesday, April 26th, 2017 – 1800 Hours
Via videoconference @ MICs Boardrooms (BMH Lead Site)

ANSON GENERAL HOSPITAL	
x	Johanne Edwards – Chair
x	Patrick Britton – Vice-Chair
x	Lee-Ann Boucher – Treasurer
x	Stéphanie Giguère – Municipal Representative
BINGHAM MEMORIAL HOSPITAL	
x	Bob Dennis – Chair
x	Paul Michaud – Vice-Chair
x	Irma Clarke – Treasurer
x	Doug Bender – Municipal Representative
LADY MINTO HOSPITAL	
x	Patricia Dorff – Chair
regrets	Gilles Chartrand – Vice-Chair
regrets	Jack Solomon – Treasurer
regrets	Renelle Belisle – Municipal Representative
MICs GROUP OF HEALTH SERVICES	
x	Paul Chatelain – MICs Chief Executive Officer
x	Karen Hill – MICs Chief Nursing Officer / Executive Leader of Clinical Services
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	Sylvie Lavoie-Girard – MICs Director of Human Resources / Executive Leader of Employment Services

1.0 Call to Order & Chairs Remarks (B. Dennis)

1.1 B. Dennis opened the meeting with a welcome and asked Board Members if there were any declarations of conflict. L. Boucher declared a conflict regarding the request for a high school bursary from Ecole Secondaire Alliance and will abstain from voting.

2.0 Approval of Agenda (B. Dennis)

The agenda was reviewed.

Motion:

Moved by: P. Dorff

Seconded by: I. Clarke

Be it resolved,

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

Carried.

3.0 Trustee Education/Presentations

3.1 MICs Executive Compensation Draft Framework – S. Lavoie-Girard

- The Director of H.R. presented the Executive Compensation Draft Framework that will be presented to the Ministry of Health and Long-Term Care if the freeze is lifted.
- Provided the legislative backgrounder; in September 2016 the compensation framework was filed under the Act allowing hospitals to submit an executive compensation plan
- Employers must have a written executive compensation program setting out the compensation that may be provided to its designated executives
- This must be posted on our website for 30 days and must indicate the date on which it was posted
- Must follow the compensation framework set out in the regulation
- Considered hiring a consultant initially but the cost was exorbitant
- It was decided to conduct an internal review based on the prescriptive framework provided in order to be fiscally responsible
- We are facing recruitment challenges for professionals as compensation is a major factor when considering moving to our small rural communities
- We need a competitive package to recruit senior staff to MICs
- Regulation sets out a number of conditions and restrictions regarding the broader public sector executive compensation.
- Designated executive salary and performance pay would be capped at maximum amount calculated under the process set out in section 3 of the regulation
- Had to find 8 reasonable comparators: 4 higher and 4 lower than MICs
- Number of beds, annual operating budget, number of FTEs, number of discrete sites
- Our comparators were often larger hospitals with a higher operating budget
- Annual operating budget, similar organizational structures, similar executive portfolio/responsibilities/potential competitors for executive talent
- High comparator hospitals chosen were; Timmins and District Hospital, Pembroke General, Brockville General, Northumberland Hills
- MICs was difficult to match because of its unique structure
- Almonte General, Kirkland Lake and District Hospital, Toronto Grace Health Centre, Espanola Regional were chosen as the lower comparators
- Did an extensive search among many hospitals in order to ensure that our numbers are defensible
- Graphs showed what the comparator hospitals' salaries are; median salaries for each executive; no comparator for the Director of Quality, Risk and Patient Safety because this is not regularly an executive position
- Unionized team members still received their wage increases
- Small increases were provided to non-union staff since 2014
- Slide showed what the potential salaries of the executive team would have been if not for the wage freeze
- Executive has decreased from 7 to 5 since 2015; the CNO and CFO have absorbed extensive responsibilities as a result of this (as per org chart)
- Recommendations were made for the executive team in order to recognize the seniority and for future recruitment and retention
- Annualized budget impact was provided including cost per site

- New grids based on proposed changes were also provided; current salary and potential salary including % increase were indicated
- This is a solid plan which should be accepted by the Treasury Board
- Board members have requested a copy of the presentation.
- Paul stated that the ministry could change its mind thus keeping the wage freeze in place.
- The Board will hold a “Meeting without Management” after the board meeting to discuss the CEO’s compensation.

Motion to approve the Executive Compensation Framework

Moved by: J. Edwards

Seconded by: P. Dorff

Be it resolved,

THAT the MICs Board of Directors approve the Executive Compensation Framework and salary increases associated excluding the CEO as presented.

Carried.

4.0 Approval of Minutes (B. Dennis)

- 4.1 Minutes of the MICs Board of Directors meeting held March 22nd, 2017 were provided for information.

Motion:

Moved by: P. Michaud

Seconded by: P. Dorff

Be it resolved,

THAT the MICs Board of Directors approve the minutes of the meeting held March 22nd, 2017 as presented.

Carried.

5.0 Follow-Up Items

5.1 Review of Revised 2016-2017 Board Work Plan

- The Board Work Plan was reviewed and revised for the month of April.
- The GCE Board Self-Assessment Online Survey was revised to reflect current practice
- The review of RFP Investments was moved from April to May.
- Preparation of the CEO & COS Performance Evaluations – the board chairs will be sending out the evaluation forms and will follow the same process as last year; data will be collected during the month of May and the result will be compiled at the end of May.

5.2 Board Retreat Survey Results

- 15 out of 16 surveys were submitted
- The month of October had the most votes to have the retreat and the majority of board members felt it should be held annually.
- Paul will start planning the process shortly.

6.0 MICs Finance

6.1 February 2017 Financial Statements – G. Waghorn

- Chief Financial Officer gave a brief overview of the financial statements for all sites; currently working on financial audits; there have been no significant changes since the last month; will be getting additional hospice funding for each hospital for the next fiscal year; this will help with operational costs
- **BMH:** operating at a surplus of \$269,219; \$125,000 of operating funds are still deferred; \$105,000 in hospice funds; financial position is going to be in a large surplus position
- **AGH:** still in operational deficit of \$97,210; good chance that we will end the year in a breakeven position; received additional funding of \$105,000 for hospice suite
- **SCM:** operating at a deficit of \$217,317; adjustment to prior year impacted the manor; yearend reporting should be close to breakeven
- **LMH:** operating at a small surplus of \$84,379; deferred \$250,000 in revenue; received \$105,000 for hospice suite funding
- **V.M.:** small deficit of \$58,342; this is fairly standard; planning for breakeven budget

Motion:

Moved by: D. Bender

Seconded by: J. Edwards

Be it resolved,

THAT the MICs Board of Directors approve the February 2017 financial statements for Bingham Memorial Hospital, Anson General Hospital, South Centennial Manor, Lady Minto Hospital and Villa Minto as presented.

Carried.

7.0 Presentations/Reports (B. Dennis)

7.1 Chief Executive Officer Report: (P. Chatelain)

- The report was provided for information.
- The CEO provided the following overview:
- Re-developing schematics to include assistive living complex
- Paint and sip was a success bringing in over \$5,000
- HIRF projects are well under way; received HIRF funding for 2017-2018
- Submitted applications for seven more projects
- Hospice suite grand openings were also a success; first patient was admitted to AGH the following day; a second patient has been admitted since then
- Family mentioned that the door to the bathroom is very noisy; this will be fixed
- Last open forum was held in Cochrane on April 5th.
- Board Members were invited to ask questions.

7.2 Chief Nursing Officer Report: (K. Hill)

- The CNO provided a report and overview of the information submitted
- This month's report focussed on visits to the emergency department, CTAS levels, inpatient care, alternate levels of care rates, total beds used, ambulatory services and quality improvement initiatives which include Nurses Improving Care for

Healthsystem Elders (NICHE), Quality Based Procedures, Hospice Suites, Orientation for Nursing Staff and Scope of Practice.

- Board Members were invited to ask questions.
- Physicians and patient order sets: we have been tracking utilization which has increased; physicians have shown leadership; still a lot of work to do at BMH which lacks compliance
- Overall ER visits have gone down slightly; appropriateness of the visits have changed for the better; occupancy rates have decreased at all sites
- Decrease in oncology visits; not sure why this is happening
- Will be looking at types of visits we're having
- Utilization of OTN is very strong
- LMH nursing staff has completed their OR and ER training
- RPNs' scope of practice is being reviewed; they were invited by the RPN Association to participate in workshops

7.3 Chief of Staff Report: (Dr. Chiang)

- Dr. Chiang provided the agenda for the NOSM Timiskaming-Cochrane Local Education Group Spring Education Conference being held on May 26th.
- Topics include: mental health from police perspective, illicit drug cultures in Northern Ontario, suicide in adolescents and food and mood
- NOSM is planning a community visit to Iroquois Falls on May 26th.
- MAID protocol update: committee met to discuss and approve the protocol. It is now being reviewed and revised. It will be brought to the Board of Directors for final approval.
- There are no new updates on the negotiations between OMA and the MOHLTC.
- The Protecting Patients Act is currently in legislative process. This is to protect patients from sexual abuse in health care settings.

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

8.1 Move of the NECCAC to the NELHIN

- Notice of this move was provided for information as well as the new organization chart which will take effect sometime between May 1st and June 30th.
- This transition was a direct result of the implementation of the Patients First Act.

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

- N/A

10.0 **Site Business (B. Dennis)**

10.1 Anson General Hospital:

- Motion to approve two high school bursaries

Moved by: P. Britton

Seconded by: J. Edwards

Be it resolved,

THAT the AGH Board of Directors approve one \$500.00 bursary for an English speaking graduate and a \$500.00 bursary for a French speaking graduate from

Iroquois Falls and surrounding area going into the health sciences as presented.

Carried.

10.2 Bingham Memorial Hospital:

- Motion to approve one high school bursary

Moved by: D. Bender

Seconded by: P. Michaud

Be it resolved,

THAT the BMH Board of Directors approve one \$500.00 bursary for an English speaking secondary school graduate from BR-M who will be going into the health sciences as presented.

Carried.

- Motion to approve a second bursary

Moved by: P. Michaud

Seconded by: D. Bender

Be it resolved,

THAT the BMH Board of Directors approve one \$500.00 bursary for a French-speaking secondary school graduate from BR-M who will be going into the health sciences as presented.

Carried.

- Sale of hospital house to physician
- Hospital would have first right of refusal if Dr. Freundlich were to leave the community and want to sell the house; we would buy it back at the purchase price

Motion to sell hospital owned house to Dr. Freundlich

Moved by: D. Bender

Seconded by: P. Michaud

Be it resolved,

THAT the BMH Board of Directors approve the sale of the house located at 331 CJM Road in Matheson, ON to Dr. George Freundlich in the amount of \$45,000.

Carried.

10.3 Lady Minto Hospital:

- Motion to approve two high school bursaries. This was deferred due to lack of quorum. Voting request was sent by email.

Moved by: P. Dorff

Seconded by: R. Belisle

Be it resolved,

THAT the LMH Board of Directors approve one \$500.00 bursary for an English speaking graduate and a \$500.00 bursary for a French speaking graduate from Cochrane going into the health sciences as presented.

Carried.

11.0 In Camera

11.1 Motion to go “in camera”

Moved by: D. Bender

Seconded by: P. Michaud

Be it resolved,

THAT the MICs Board of Directors approve to go in camera.

Carried.

11.2 Physician Credentialing

11.3 Budget Assumptions 2017-2018

11.4 Motion to go out of “in camera”

Moved by: I. Clarke

Seconded by: L. Boucher

Be it resolved,

THAT the MICs Board of Directors approve to go out of in camera.

Carried.

12.0 Partnership Business (B. Dennis)

12.1 Approval of physicians’ hospital privileges

- The list of physicians re-applying for hospital privileges in the categories of “active”, “locum tenens”, “consulting” and “courtesy” was provided for information
- These physicians were recommended for approval by the MICs Medical Advisory Committee as well as the MICs Credentialing Committee

Moved by: P. Britton

Seconded by: D. Bender

Be it resolved,

THAT the MICs Board of Directors approve the re-appointment of all physicians in the categories of active, locum tenens, consulting and courtesy as per the attached list.

Carried.

12.2 March 2017 Board Effectiveness Survey Results

- 10 out of 14 surveys were submitted.

12.3 April Board Effectiveness Survey

- The survey was emailed via Survey Monkey.

12.4 GCE Board Self-Assessment Online Survey

- Ensure all board members complete it and advise the EA once completed

12.5 Approval of Revised MAID Policy

- The policy was revised to reflect the new MICs MAC MAID protocol.

- Nurse Practitioners have just been given the right to prescribe the narcotic so they can be added to the policy. The policy has been revised again to reflect these changes.

Motion:

Moved by: P. Dorff

Seconded by: L. Boucher

Be it resolved,

THAT the MICs Board of Directors approve the revised Medical Assistance in Dying policy as amended.

Carried.

13.0 Board Committee Minutes

- N/A

14.0 MICs News (B. Dennis)

- April 2017 MICs News was provided for information.

15.0 Next Meeting Date (B. Dennis)

- Wednesday, May 24th, 2017 at 6:00 p.m. (AGH Lead Site)

16.0 Generative Thinking (B. Dennis)

- N/A

17.0 Upcoming Meeting Dates

- As per agenda.
- The TDH gala is next week. Paul, Johanne, Pat and LeeAnn will be attending.

18.0 Adjournment (B. Dennis)

- There being no further business, the meeting adjourned at 8:14 p.m.
- The Board of Directors convened a Meeting without Management immediately following the Board of Directors' meeting in order to discuss the Executive Compensation Framework and the CEO's compensation.

CHAIR, Bingham Memorial Hospital

CHAIR, Anson General Hospital

CHAIR, Lady Minto Hospital

SECRETARY, MICs C.E.O.