



# Red Lake Margaret Cochenour Memorial Hospital

## Board of Governors MINUTES

**DATE:** Thursday, November 11, 2010  
**TIME:** 5:30 p.m.  
**PLACE:** Hospital Board Room

**PRESENT:**

Dr. Vic Aniol	Chief of Staff
Ms. Anne Billard	
Ms. Terry Bursey	
Ms. Tammy Cameron	
Ms. Leah Gentes	
Ms. Cathy Kaczmarek	Vice Chair
Mr. Peter Koch	
Ms. Alana Procyk	Past Chair
Ms. Arlene Swanwick	
Ms. Marion Whitton	
Mr. Dave Wilson	
Ms. Deikel Orocu	IT/Finance Administrator
Ms. Debbie Larson	Chief Nursing Officer

**REGRETS:**

Ms. Lori Kowalchuk	
Ms. Janice Mullin	Chief Executive Officer
Ms. Annwyl Shewchuk	Professional Practice Co-ordinator
Ms. Eleanor Vachon	Chair
Dr. Diane Zielke	President, Medical Staff

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### 1. CALL TO ORDER

The meeting was called to order by Ms. Kaczmarek at 5:30 p.m.

#### 1.2 ACCEPTANCE OF AGENDA

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**MOTION NO.: 10-26** Moved: Seconded:  
*That the agenda be accepted as amended*  
**VOTE FOR MOTION 10-26; Carried**

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#### 1.3 DECLARATION OF CONFLICT OF INTEREST

There was no conflict of interest declared.

### 2. CONSENT AGENDA

#### 2.1 Adoption of Minutes

The following motion was brought forward:

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**MOTION NO.: 10-27** Moved: P. Koch Seconded: L. Gentes  
*That the Minutes of the Board of Governors meeting held October 7, 2010 be accepted as presented.*  
**VOTE FOR MOTION 10-27; Carried**

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3. **BUSINESS ARISING**

3.1 **Strategic Plan Update**

Ms. Larson provided a powerpoint presentation outlining the Hospital's Mission, Vision, Value statements, and core services. The five key strategic directions developed at the Strategic Planning session with Ruth Armstrong were presented and the status of the strategies was reviewed. The Board will plan how to continue to work on the directions.

3.2 **Professional Development Fund**

The initial Professional Development Fund was recommended and passed by the Board in 2007, ending March 2010 with approximately \$70,000 left. The Finance Committee discussed utilizing the monies again for staff accordingly. A copy of the fund outlining the eligibility and amounts for staff was distributed. Ms. Orocu briefly reviewed the employee eligibility and survey results.

The following motion was brought forward:

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**MOTION NO.: 10-28** Moved: D. Wilson Seconded: M. Whitton  
*That the Professional Development Fund in the amount of \$71,292 be re-established and accessed by staff accordingly; ending March 31, 2010.*  
**VOTE FOR MOTION 10-28; Carried**

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4. **NEW BUSINESS**

4.1 **Annual General Meeting Date**

Discussed a date for the 2011 AGM. Agreed that Thursday, June 9, 2011 would be the date. Members are to mark their calendars.

4.2 **Auditor General's Report**

Ms. Larson provided a powerpoint presentation on the information released from the Auditor General's Report in October 2010. In response to the Auditor's Report, the Government introduced Bill 122 on October 22, 2010 which will require further Board involvement and of Information Act.

The Ontario Hospital Association is working hand in hand with the Government and Privacy Commissioner to work out the details of the new Bill.

4.3 **"Engaging Boards in quality/patient safety issues" video teleconference**

A copy of HIROC's "Engaging Boards in quality/patient safety issues" videoconference was included for information. This video teleconference has been booked and will be held in the boardroom, 9:00-10:00 a.m. Members are invited to attend.

4.4 **"Balanced Governance Scorecard" webcast.**

"Balanced Governance Scorecard" webcast is being held December 10<sup>th</sup>, 11:00-12:30 pm in the Boardroom. Members are invited to attend.

5. **CRQI**

5.1 **Name Change – Quality and Safety Committee**

With the new Excellent Care for All Act, 2010 in effect, the Act is intended to put patients first by improving the quality and value of their experience. Boards are encouraged to incorporate a Quality and Safety Committee involving the whole Board and to include the CEO, CNO and another professional (not a nurse). Ms. Shewchuk will provide additional information at the next meeting.

The following motion was brought forward:

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**MOTION NO.: 10-29** Moved: P. Koch Seconded: L. Gentes  
*That the CRQI committee be renamed to the Board Quality and Safety Committee to meet the requirements of the legislation.*  
**VOTE FOR MOTION 10-29; Carried**

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## 6. GOVERNANCE COMMITTEE

### 6.1 Newsletter

A copy of a newsletter devised by the Governance committee was presented. The newsletter is an avenue to educate the keep the community informed. It was suggested that the newsletter be incorporated with celebrity bagging in December at Sobey's. A few minor revisions were made.

The following motion was brought forward:

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**MOTION NO.: 10-30** Moved: A. Procyk Seconded: M. Whitton  
*That the RLMCMH Newsletter be accepted as amended and circulated to the public by placing in grocery bags during Celebrity Bagging.*  
**VOTE FOR MOTION 10-30; Carried**

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## 7. FINANCE COMMITTEE

### 7.1 Financial statements ending September 30, 2010

Ms. Orocu provided a powerpoint presentation outlining the financial statements:

- ✓ Total revenue of \$3,659,000 – on budget
- ✓ Total expenses of \$3,486,637 – under budget
- ✓ Surplus of \$173,186 (investment gain – 35%, fuel/electricity budget 20%, education/recruitment/travel 42%)
- ✓ Projected year end surplus of \$30000-\$80,000 (taking into consideration fuel/electricity over the winter months, employee benefits, patient recoveries).
- ✓ Other Votes – All fund types surplus of \$176,537
- ✓ Capital expenses year to date - \$280,199 (\$176,399 has been donated)

The following motion was brought forward:

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**MOTION NO.: 10-31** Moved: P. Koch Seconded: A. Billard  
*That the financial statements ending September 30, 2010 be accepted as presented.*  
**VOTE FOR MOTION 10-31; Carried**

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## 8. MEDICAL ADVISORY COMMITTEE

Draft October 7, 2010 minutes were distributed.

## 9. REPORTS

- ✓ Ms. Larson's report was included in packages. The Hospital is now recycling as per the Municipality's mandate; however the amount of garbage and the associated costs will be increasing. Ms. Larson will follow up with the Municipality to see if there is a discount applicable for not-for-profit organizations.
- ✓ Municipality Swearing In will take place December 7, 2010
- ✓ Dave Wilson noted that he was not re-elected by the Township of Ear Falls
- ✓ The Foundation donated \$20,000 towards the hospital's x-ray upgrade
- ✓ Ms. Whitton noted that there are new guidelines and regulations with regards to the Foundation's fundraising. The Foundation will seek clarification with Ms. Cordeiro
- ✓ The Auxiliary donated \$10,000 towards an additional scope.
- ✓ Three Auxiliary representatives attended the 100<sup>th</sup> HAAO conference in Toronto
- ✓ Celebrity bagging will take place at Sobey's in December

- ✓ New Hospital website is up and running. Please feel free to browse at your leisure and let the Hospital know if there are any errors noted.

#### 11. INFORMATION

Information items were included in packages

- ✓ Ms. Kaczmarek noted that an announcement from the LHIN outlines additional funding designated to assist with aging aboriginal population.

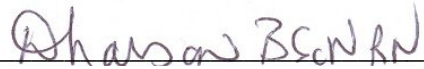
#### 12. ADJOURNMENT

The meeting adjourned at 6:55 p.m. for an in camera session.



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Eleanor Vachon  
Chair



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Debbie Larson  
Acting Secretary