

PERTH AND SMITHS FALLS DISTRICT HOSPITAL
“YOUR PROVIDER, LEADER AND PARTNER IN HEALTHCARE”

Board of Directors Meeting
Tuesday, January 27, 2009
Main Boardroom, SF Site
@ 07:30 hours

Present: *T. Carter, Chair, Dr. C. Ehrat, P. Forget, L. Hendriks, Dr. T. Morell, Dr. P. Roney, R. Schooley, L. Sparks, T. Stepanuik, B. Strachan, K. Van Der Meer, T. Zander*

Absent: *S. Brown, J. Fenik*

Absent w/Notice: *L. Evans, D. Staples*

In Attendance: *B. Allen, L. Bisonette, K. Kelly, B. Shaw, President, GWM Auxiliary, Community Members*

1. Call To Order

The meeting was called to order at 07:33 hours by the Chair, T. Carter.

2. Chair's Remarks

T. Carter reported the following:

- welcome to Bob Strachan, new member to the hospital board;
- distribution of the updated committee membership lists. Reminder to everyone to provide confirmation of attendance or send regrets to K. Kelly.

3. Approval of Agenda

RESOLUTION No. 7/09

MOVED by L. Sparks

SECONDED by L. Hendriks

THAT the Agenda for the January 27, 2009 Board of Directors' meeting be approved as circulated.

CARRIED.

4. Declaration of Conflict of Interest

Dr. C. Ehrat declared a conflict with Closed Session item 7. R. Schooley declared a conflict with (open session) item 9.1.

5. Approval of Minutes

5.1 November 25, 2008 (regular meeting)

RESOLUTION No. 8/09

MOVED by P. Forget

SECONDED by L. Hendriks

THAT the Minutes from the November 25, 2008 Board of Directors' regular meeting be approved as circulated with the deletion of reference to "L. Hendriks" in Item 11.2.

CARRIED.

6. Action Items

6.1 President & CEO Report – T. Stepanuik

T. Stepanuik referred the members to the report of the President & CEO and highlighted the following sections:

- M-SAA – accountability agreement between community based health agencies and the LHIN. The organization, as the sponsor, will be reviewing and approving the M-SAA between Lanark County Mental Health and the SE LHIN;
- HICL;
- CT Scan;
- new CEO at Kingston General Hospital, Ms. Leslee Thompson.

A brief discussion ensued regarding sick time figures included in the report. T. Stepanuik advised that the Perth and Smiths Falls District Hospital has better results for sick time than peer hospitals. He also noted that our organization has experienced very ill employees which has influenced the numbers.

RESOLUTION No. 9/09

MOVED by T. Stepanuik

SECONDED by K. Van Der Meer

THAT the Board of Directors of the Perth and Smiths Falls District Hospital hereby accept the President & Chief Executive Officer report as circulated and presented.

CARRIED.

6.2 Chief of Staff Report – Dr. P. Roney

Dr. Roney referred the members to the Chief of Staff report included in the meeting materials. He then put forward the following resolution for physician privileges.

6.2.1 MAC Privileges

RESOLUTION No. 10/09

MOVED by Dr. P. Roney

SECONDED by T. Zander

THAT the Board of Directors of the Perth and Smiths Falls District Hospital hereby accepts the recommendation made at the recent meeting of the Medical Advisory Committee to approve the following applications and that:

- *Dr. Lyndsay Hancock be granted courtesy privileges in family medicine with admitting privileges;*
- *Dr. Svetlana Cakarevic be granted associate privileges in family medicine with admitting privileges and emergency medicine privileges;*
- *Dr. Robert Drummond be granted courtesy privileges in emergency medicine with admitting privileges;*
- *Dr. Erik Walter be granted courtesy privileges in OBS/GYN; and*
- *Dr. Lisa Stevens be granted courtesy privileges in family medicine and emergency medicine with admitting privileges.*

CARRIED.

A brief discussion followed on the matter of physician recruitment. T. Stepanuik confirmed that Dr. Svetlana Cakarevic has been recruited as a family physician to the area. She will commence her practice in February 2009. She is an international medical graduate (IMG) from Bosnia and has successfully completed her Canadian requirements at the University of Ottawa.

Dr. Roney then referred back to the Chief of Staff report. He highlighted the following:

- Utilization session with the MAC has been tentatively scheduled for April 2009;
- Recruitment and retention initiatives – ongoing with a few interested physicians;
- Hospitalist program is underway and has been well received. He noted that the hospital has approximately 25 unattached patients on a daily basis; and
- Inter-LHIN transfers – there continues to be difficulty transferring patients (from ERs) to other hospitals located outside of the SE LHIN. A general communiqué will be generated and forwarded to LHIN CEOs as a reminder of the transparent boundaries that exist.

Dr. Ehrat provided an update on the standardization of homecare. She noted that the PSFDH was a high performer in this area and unfortunately, due to provincial standardization, the hospital has had to lower its standards (to meet the provincial standards). This matter will be addressed with the LHINs.

RESOLUTION No. 11/09

MOVED by Dr. P. Roney

SECONDED by Dr. C. Ehrat

THAT the Board of Directors hereby accepts the report of the Chief of Staff as presented.

CARRIED.

Delegation – GWM Auxiliary Report

B. Shaw reported on recent and upcoming fundraising events of the GWM Auxiliary. He announced that “Sweet Thursday” is an event that will be held Thursday, February 12, 2009 at the GWM Site from 10:00 a.m. to 2:00 p.m.

7. Closed Session

RESOLUTION No. 12/09

*MOVED by K. Van Der Meer
SECONDED by B. Strachan*

THAT the Board of Directors of the Perth and Smiths Falls District Hospital hereby move in camera at 08:03 hours and further permits L. Bisonette, B. Allen and K. Kelly to remain present.

CARRIED.

RESOLUTION No. 16/09

*MOVED by K. Van Der Meer
SECONDED by L. Hendriks*

THAT the Board of Directors of the Perth and Smiths Falls District Hospital hereby move out of the in camera session at 09:20 hours.

CARRIED.

8. New Business

8.1 South East Local Health Integration Network (SE LHIN)

T. Stepanuik reported that an application will be completed and forwarded to the SE LHIN for funding of \$40,000 for interface upgrading for laboratory activity (PSFDH formerly used “Rubicon”). He noted that Lennox & Addington County General Hospital has been successful in their application for similar funding. He also referred the members to the ReCAP information included in the materials. He confirmed that he and L. Bisonette will be participating in a two day session hosted by the SE LHIN on this matter of regional capacity issues.

8.2 Physician Recruitment

- item discussed earlier in meeting.

8.3 Hospitalist Program

- this item was reviewed and discussed under Item 6.2 – Chief of Staff Report.

8.4 Strategic Plan

T. Stepanuik confirmed that a presentation has been given to the Town of Smiths Falls. A request from the Township of Rideau Lakes has also been received. The details are being coordinated for this presentation.

8.5 SF Site Redevelopment

T. Stepanuik reported that this project is on schedule and on budget. Two letters regarding the town's financial commitment have been forwarded to the Town (from T. Carter and Dr. T. Morell). He advised that the Town is still considering its pledge.

K. Van Der Meer reported that the project is going well. He reported that the crane is in place and the footings should be started this week. He referred the members to the schedule included in the meeting materials. He suggested that the Building Committee meeting be scheduled (and held) in February 2009. He also clarified that P. Auger and I. Ross should be included on the Building Committee membership list. K. Kelly to update the list to reflect this addition.

9. New Business

9.1 Insurance RFP – T. Stepanuik

R. Schooley excused himself from the meeting due to his conflict with the matter to be discussed. T. Stepanuik reported that three interviews have been concluded and it is anticipated that a final decision will be rendered next week.

9.2 OHA Presentation to Standing Committee on Finance & Economic Affairs – T. Stepanuik

T. Stepanuik referred the members to the presentation included in the meeting materials. Discussion ensued regarding avenues for lobbying. T. Stepanuik confirmed that the hospital lobbies the government via the OHA Region 2.

9.3 Hospitals In Common Laboratory (HICL) Update – T. Stepanuik/L. Bisonette

- this item was discussed under Item 6.1 – President & CEO Report.

9.4 Patient Transfer Issues – T. Carter/Dr. P. Roney

- this item was discussed under Item 6.2 – Chief of Staff Report

Dr. P. Roney left the meeting at 09:30 hours.

10. Board Committee Reports

10.1 Finance Committee – January 15 & 22, 2009 - L. Sparks

L. Sparks reported that the committee has met on several occasions to discuss the PIP document. He confirmed that the board budget is on track.

10.2 Executive Committee – December 18, 2008 - T. Carter

T. Carter reported that the matters of the hospitalist program and physician recruitment were discussed at the most recent Executive Committee meeting and noted that the matters have been discussed prior to this agenda item.

10.3 Board Quality Committee – January 21, 2009 – L. Hendriks

L. Hendriks referred the members to the information distributed at the meeting. She reported that the committee met last week and it is the committee's desire to get back on track. She reported that the Quality Manager position remains unfilled and the committee discussed the need for replacing the position.

10.4 Governance Committee – January 26, 2009 – P. Forget

P. Forget reported that the Committee met to review the medical staff (professional staff) by-laws. The review is ongoing. It is anticipated that the by-laws will be presented to the Board for their review at the February 2009 board meeting. P. Forget also reported that the committee discussed what additional items, if any, should be included/posted on the website.

RESOLUTION No. 17/09

MOVED by P. Forget

SECONDED by T. Zander

THAT the Board of Directors of the Perth and Smiths Falls District Hospital hereby accepts the recommendation of the Governance Committee to post the minutes of all special (open) Board of Directors' meetings on the hospital website, once approved, on an ongoing basis.

NOTE, that due to loss of quorum, there was no vote taken on this motion. The motion will be brought forward for resolution at the next Board of Directors' meeting.

P. Forget also reported that the committee continues its review of the governance policies. It is anticipated that the review will be completed in February with the policies being presented to the Board in February 2009.

11. Board Education

11.1 OHA Conference "Essentials Certificate IN Healthcare Governance for New Trustees" ARNPRIOR LOCATION

P. Forget reported that R. Schooley will be attending this session. If anyone else is interested in attending, please coordinate with K. Kelly.

12. Other Business

12.1 Health Care Network of Southeastern Ontario

12.1.1 Clinical Leaders – discussions on going regarding LHIN borders, tertiary transfers, ALC and infection control.

- 12.1.2 **Members' Meeting** – no report – meeting was cancelled.
- 12.1.3 **Regional CEOs** – discussion has taken place regarding the role of the HCN SEO.

12.2 Shared Support Services of Southeastern Ontario (3SO)

B. Allan reported that there has been much activity lately. He added that Kingston General Hospital is scheduled to go live in the summer 2009. PSFDH is scheduled to go live next year.

12.3 Lanark County Mental Health Advisory Committee

T. Stepanuik reported that a meeting was held last evening (Monday, January 26) with discussion on the matter of the M-SAA.

13. Next Regular Meeting Date

The next meeting regular meeting of the Board of Directors will be held on Tuesday, February 24, 2009 at 7:30 a.m. in the Main Boardroom, GWM Site.

14. Adjournment

RESOLUTION No. 17/09

MOVED by K. Van Der Meer

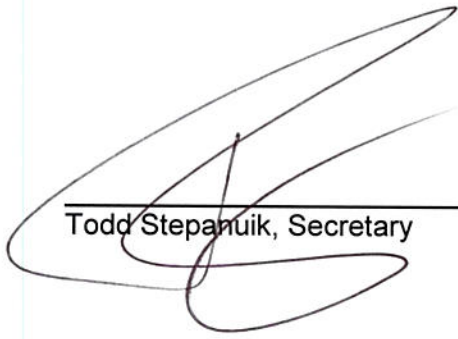
SECONDED by R. Schooley

THAT the meeting of the Perth and Smiths Falls District Hospital Board of Directors hereby adjourns at 09:40 hours.

CARRIED.



Tim Carter, Chair



Todd Stepanuik, Secretary