

**Stevenson Memorial Hospital  
Meeting of Board of Directors**

September 4, 2014

Physical Therapy Department

5:00 p.m.

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**In attendance:**

**Elected Directors:** Alan Dresser, Board Chair; Darlene Blendick; Colleen Butler; Harry Cassie; Paul Edmonds; Catherine Morden; David Purvis; John Swinden; Jan Tweedy

**Ex Officio Directors:** Jody Levac, President & CEO; Shannon Landry, Vice President/Chief Nursing Officer; Linda Edmond's, President SMH Auxiliary; Glenn Rae, President, SMH Foundation; Dr. Oswaldo Ramirez, Chief of Staff; Dr. Stephen Tomini, President of Medical Staff

**Staff:** Terry Kuula, Chief Financial Officer

**Guests:** Jeff Kerk, Manager, Paramedical Services

**Regrets:** Robert Jurmalietis; Michael Martin

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**1. Call to Order**

A. Dresser called the meeting to order.

**2. Conflict of Interest**

A. Dresser reminded those in attendance of their responsibilities as Board members with respect to the Conflict of Interest as outlined in the Corporation Bylaws and asked if anyone present wished to declare a conflict of interest. No declarations were made.

**3. Presentation – Paul Farley, Retired Board Director**

A. Dresser presented a certificate and a framed picture of the Hospital to retiring Board member Paul Farley who volunteered for the original Board a few weeks after it was formed.

At this point in time, P. Farley presented a cheque to the SMH Auxiliary, from Investors Group Upper York in Newmarket. The donation is a result of an application made by P. Farley's wife who works at the Investors Group. Investors Group endeavors to encourage and support the work of staff and their families in local charities by providing these grants in appropriate circumstances. L. Edmonds, on behalf of the Auxiliary, expressed thanks to P. Farley.

#### **4. Presentation – Tutorial re SMH Email Addresses – Jeff Kerk**

The Board Directors have been assigned a SMH email address for the purpose of Hospital business. J. Kerk provided a tutorial on the process of accessing SMH email.

It was noted at that this time, the board portal is not an option, due to cost to implement, however it is expected at some time in the future it may be an option. In the meantime, the use of a hospital email address will provide a more secure mechanism for distribution of Board materials.

#### **5. Hospital Redevelopment**

The Hospital received a letter from the Ministry, dated August 12, 2014, re Proposed Hospital Redevelopment projecting stating that “this letter does not constitute ministry approval of the project or approval to move to the Stage 1: Proposal Stage. If, however, you choose to proceed to the development of a Stage 1: Proposal, this may be done at the facility’s own discretion and at your own risk and cost.” The letter also contained an Appendix containing additional comments that the hospital would need to be addressed in the next stage of planning.”

Administration is in the process of arranging a face-to-face meeting at the Capital Investment Branch of the Ministry to seek clarification of why the Hospital did not receive clearly stated approval to move to stage 1 of the Capital Approval Process.

#### **5 Central LHIN’s Reaction to Recommendation of Eye Care Committee Report**

Further to the recent Eye Care Committee meeting, the Hospital has been advised that in the future, all eye care surgery will be moved to 2 centres of excellence (Southlake Regional Health Centre and North York General-Branson campus); date to be determined. Dr. Khan, sits on the CLHIN Eye Care Committee, is aware of this upcoming change and at this point in time and is committed to continuing to run an outpatient follow up eye clinic at Stevenson.

#### **6 Update on SMH Financial Results**

T. Kuula provided a finance update as at July 31, 2014 which highlighted a surplus of \$15K for the month of July and a year-to-date surplus of \$45K.

#### **8. TV Update**

The Hospital is looking to install communication screens in 3 locations in the Hospital (lobby, digital imaging, and cafeteria). One TV will carry regular TV and the other will carry paid advertising and community engagement messages for the community. P. Edmonds, who has been spearheading the project, has committed to the provider to find the first 6 advertisers. After 6 months, there is an opportunity for a revenue stream for the Hospital.

## 9. Board Orientation

Board Orientation for new Directors and Advisory Council Members will take place on September 11, 2014.

## 10. Report of Chief of Staff

Dr. Ramirez referenced his report circulated with the agenda and included in the minute book.

## 11. In Camera Session

***Motion: Moved J. Swinden, seconded by P. Edmonds, CARRIED.  
"That the Board moves to the in-camera session."***

***Motion: Moved by J. Swinden, seconded by J. Tweedy, CARRIED.  
"That the Board move back into the open session."***

The following motion was arising from the in-camera session.

### **New Applications**

***Motion: Moved by D. Blendick, seconded by C. Morden, CARRIED.***

***"That the Board accepts the recommendation of the Medical Advisory Committee to approve:***

- ***eight (8) new applications for medical staff;***
- ***one (1) change in privileges for members of the medical staff; and***
- ***three (3) renewal of temporary privileges for members of the medical staff."***

## 12. Next Meeting Date

The next Board meeting will be held on Thursday, October 2, 2014.

There being no further business, the meeting terminated at 8:00 p.m.



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Alan Dresser, Board Chair

Recording Secretary: Sharon Knisley