

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

September 3, 2015

Physical Therapy Department

5:00 p.m.

In attendance:

Elected Directors: Alan Dresser, Board Chair; Colleen Butler; Wendy Fairley; Paul Heck; Michael Martin; John Murray, Darlene Blendick

Ex Officio Directors: Jody Levac, President & CEO; Shannon Landry, Vice President/Chief Nursing Officer; Ann Hamby, President SMH Auxiliary; Marg Barber, President SMH Foundation; Dr. Oswaldo Ramirez, Chief of Staff;

Staff: Terry Kuula, Chief Financial Officer; Jared Nolan, Corporate Communications

Guests:

Regrets: Paul Edmonds, Jan Tweedy, Dr. Stephen Tomini, Dr. Ihab Khalil, Robert Jurmalietis, Catherine Morden

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. Approval of the Minutes

Deferred to October 1, 2015 meeting

4. Central LHIN Update

An update was given on the recent visit by Kim Baker to SMH; highlighting Redevelopment, Cataracts and HIRF investment.

5. Stevenson Redevelopment Committee Update

It was noted a letter has been received from the LHIN/Ministry, acknowledging the completeness of the SMH stage one submission.

An update on the data project volumes was given. There is a case variance between precap and stage one and a corrective action plan has been adopted to address this discrepancy. Currently remain on track for an early fall update.

A discussion ensued regarding SRC voting rights; community members versus advisory members. It was mentioned confidentiality agreements may need to be signed by members. It was stated staff would not have voting rights with the exception of ex-officio. It was advised the issue will be moved to Governance for further discussion.

A dialogue transpired with regards to moving forward with an RFP for stage two consultants for SRC/Board consideration. It was stated in the interest of time, SMH should proceed prudently and the RFP must state "Contingent upon approval of Stage One".

It was explained SMH is awaiting "endorsement" to proceed by the LHIN/Ministry, not an approval, nor rejection.

It was revealed Salter Pilon has completed 3D renderings of a proposed future hospital design.

6. Finance Report

A review of the July 22, 2015 Finance Committee Minutes took place. It was stated the budget will be balanced at year end.

An account of the current deficit was given, along with strategies identified by management for recovery. It was stressed no changes or service reductions will take place.

A review of the 2015-16 Capital Budget, 2015-16 Capital Requests, 2015-16 Operating Budget, and July 2015 Finance Operating Budget was given, noting the original balanced operating budget of \$27.8 revenue and a \$0 surplus/deficit.

A discussion ensued regarding the variance between HBAM and QBP funding. A decision was made to reference the previous allocation (the pre HSFR capital budget). The HSFR adjusted budget to be referred back to the Finance Committee.

It was announced CT wait time funding will be received by the LHIN, encompassing 1000 additional hours.

Motion: Moved by P. Heck, seconded by M. Martin, CARRIED.

"That the Board of Directors accepts the original budget of \$27.8 million."

All in favour, motion carried. Motion passed

Motion: Moved by W. Fairley, seconded by M. Martin, CARRIED.

"That the Board of Directors send back the budget to Finance for consideration with new HSFR numbers and this be presented at the November Board Meeting."

All in favour, motion carried. Motion passed

6.1. Finance Committee Minutes

Motion: Moved by D. Blendick, seconded by P. Heck, CARRIED.

"That the Board of Directors approves the Finance minutes of July 22, 2015 as presented."

All in favour, motion carried. Motion passed

7.0 Reports

7.1 CEO Report

An update was given on the resurvey by Accreditation Canada, November 21-24, 2016.

It was noted C. Harrison, Accreditation Canada Surveyor, is scheduled to meet with the Board in October 2015. Board members have been asked to complete the governance Self-Assessment Tool and Governance Functioning tool, which will be provided by K. Stevenson.

It was mentioned SMH is on track to be inspected by the MOL before year end. Management acknowledges orders could be forthcoming and will strive to correct any issues.

Information was shared regarding the Clostridium Difficile (Cdiff) outbreak in April 2015, which ended in June 2015. In August 2015 SMH continued to care for patients with Cdiff. At present, there are 4 patients with Cdiff being cared for. An Action Plan has been developed and SMH has invited the Infection Control Resources Team (ICRT) to the facility to provide further guidance.

C. Morden was thanked for assisting with facilitating the Mentorship with D. Macfarlane, former CEO of Waypoint, Whitby and Queen Street.

The SMH summer barbeque, which took place on June 25th, was a success and enjoyed by all. Thank you to D. Blendick and P. Edmonds for attending the event.

7.2 Foundation President

The Foundation Presidents' report was received in advance of the meeting. There were no additional comments to report.

7.3 Board Chair

It was noted the Redevelopment Stage 1 submission was delivered on time. A discussion took place regarding moving forward with an RFP for Stage 2. It was mentioned SMH is being encourage by the LHIN.

Membership recruitment is required for several committees at this time, including the Board and Redevelopment.

7.4 Auxiliary

It was stated the Auxiliary is challenged filling the Vice President role. The future of Auxiliary will be discussed at the next meeting, scheduled on September 17th at 1:30pm in Conference Room B.

8 Other Business


The Board has asked Management to put forth a proposal at the next Board meeting, for a new audio visual system in the rehab room.

It was announced by Dr. Ramirez that Dr. O'Mallie, General Surgeon, has been obtained. Dr. Padma Gadde, Paediatrician, will be starting at SMH in November 2015, pending approval by CPSO.

9 Next Meeting Date

The next Board meeting will be held on Thursday, October 1st, 2015.

There being no further business, the meeting terminated at 6:30 p.m., by D. Blendick.



Alan Dresser, Board Chair

Recording Secretary: Jared Nolan, minutes transcribed by: Dianne Ward