



**Board of Directors
Minutes
November 1st, 2017**

Present

Daryl Skworchinski (<i>Chair</i>)	Jason Nesbitt	Ken McIntyre	John McKinnon
Kaiya Morriseau-Ferguson	Eileen Ervin	Debi Bouchie	
Adam Brown*	Janet Gobeil*	Dr. Sarah Newbery*	Dr. Lindsay McLeod*

By Invitation

Janet Martel
Beth Ryan, *Rec. Sec*

Regrets

Benoit Rioux
Jay Lucas

Carol Huard*
Dr. Sayali Tadwalkar*

*Denotes non-voting member

Patient Story

Janet Gobeil shared a patient story.

Board Education:

Guide to Good Governance: Chapter 4

Eileen Ervin presented a power point presentation on Roles and Functions of a Board.

1. Declaration of Conflicts - none

2. Approval of Agenda

November 1, 2017 (M)

Moved by: Jason Nesbitt

Seconded by: John McKinnon

THAT the agenda for the November 1st, 2017 Board of Directors meeting be adopted as circulated.

CARRIED

3. Committee Reports

Quality Committee

3.1 Review of Quality Indicators

Beth Ryan presented the Q2 Performance Dashboard. The document was also included in the package for review prior to the meeting.

3.2 Review of Quality Committee TOR

The Quality Committee Terms of Reference were circulated for review prior to the meeting.

Daryl Skworchinski asked Board members if they wish to request any revisions to the Quality Committee Terms of Reference. No revisions were requested.

Finance Committee

3.3 Qtly Finance Submissions

Janet Martel, CFO spent some time in October reviewing the hospital finances with Ken McIntyre, Board Treasurer. Ms. Martel extended an invitation to all Board members who wish to have a better understanding of the financials to contact her and she will arrange a time to meet to provide further explanation.



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Ms. Martel reviewed the Q2 YTD Financials. The finance documents were included in the meeting package for review.

3.4 Expense Review

Janet Martel provided the Executive Expense Review for the Board's information and approval. The Board approved Executive Expense review will be posted on the NOSH website.

3.5 Review of Finance Committee TOR

The Finance Committee Terms of Reference were circulated for review prior to the meeting. Ken McIntyre asked Board members if they wish to request any revisions to the Finance Committee Terms of Reference. No revisions were requested.

3.6 Review of Fiscal Advisory Committee TOR

The Fiscal Advisory Committee Terms of Reference were circulated for review prior to the meeting. Ken McIntyre asked Board members if they wish to request any revisions to the Fiscal Advisory Committee Terms of Reference.

There was discussion regarding addition of a Patient and Family Advisory Council (PFAC) member to the membership requirement of the Fiscal Advisory Committee.

TASK: Janet Martel – review the PFAC Terms of Reference to determine whether it would be appropriate to include a PFAC member on the Fiscal Advisory Committee

Governance Committee

3.7 OHA: 2016 Benchmarking Survey Results

There was discussion regarding board members completing self evaluations in order to identify deficiencies in the skills matrix and/or weaknesses of individual board members.

Daryl Skworchinski reviewed the results of the OHA Benchmarking survey, which was included in the meeting package.

3.8 Review of Governance Committee TOR

The Governance Committee Terms of Reference were circulated for review prior to the meeting. Daryl Skworchinski asked Board members if they wish to request any revisions to the Governance Committee Terms of Reference. No revisions were requested.

3.9 Review of Executive Committee TOR

The Executive Committee Terms of Reference were circulated for review prior to the meeting. Daryl Skworchinski asked Board members if they wish to request any revisions to the Executive Committee Terms of Reference.

Requested revision: formalize inclusion of treasurer in membership

Board Meeting

1. Approval of the Minutes:

September 27, 2017 (M)

Moved by: Eileen Ervin

Seconded by: Ken McIntyre

THAT the minutes of the September 27th Board of Directors meeting be adopted as circulated

CARRIED



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2. Reports:

2.1 Board Chair Report

The Board Chair report was circulated for review and included in the meeting package.

2.2 Administration Quality Report

The Administration Quality report was circulated for review and included in the meeting package. Adam Brown highlighted the Stantec engineering visits at both sites to review required upgrades to the hospital pharmacies, in particular the chemo mixing areas. The recommended changes are anticipated to cost 1.6 million at each site. Dr. Sarah Newbery pointed out that there has never been an issue at either site in which a patient or staff member has suffered any negative consequence due to deficiencies with the current set up.

Highlighted under Health Promotion was the collaborative effort of NOSH, NOSP and MFHT to submit a joint \$84,000 application to enhance the Suboxone Dispensing Program.

Phase 1 will include moving the weekend treatment program out of the hospital.

Highlighted under Sustainability – NWLHIN hospitals are participating on the Meditech 6.1 Business Case Development Committee to begin planning for the replacement of our EMR, as this is a \$30M budget item.

Highlighted under Partnerships – funding has been approved to advance collaboration discussions among NOSH, MFHT, NSFHT and NOSP; with a minimum goal of formalizing existing relationships. NOSH, MFHT, NSFHT and NOSP will be working together to develop alignment of strategic plans.

2.3 Chief of Staff Report

The Chief of Staff Report was circulated for review and included in the meeting package.

Dr. Sarah Newbery highlighted that we are anticipating difficult flu season including higher rates of hospitalization and mortality than previous years. We have not had any documented cases of influenza in our area yet this season.

Dr. Giordani is leaving Schreiber this month and recruitment remains active.

3. Items for Discussion

3.1 OHA Strategic Plan

Due to technical difficulties, the Board was unable to view the OHA Strategic Plan video. Beth Ryan will forward the video link to the Board.

3.2 Health Achieve Agenda

Download the App: MYHA2017

Adam Brown requested recommendations as to what session's Board members felt should be attended and asked that they review the schedule and forward ideas to Adam or Beth.



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4. Items Requiring Consent

4.1 Finance Submission

Moved by: Deb Bouchie

Seconded by: Eileen Ervin

THAT the Board of Directors of the North of Superior Healthcare Group approves the YTD Q2 Finance Submission

CARRIED

4.2 Executive Expense Posting

Moved by: Jason Nesbitt

Seconded by: John McKinnon

THAT the Board of Directors of the North of Superior Healthcare Group approves the Executive Expense Posting

CARRIED

5. In Camera

6. Task List and Adjournment

The meeting adjourned at 8:04pm