



NOSH  
Board of Directors Meeting  
January 31, 2018  
Minutes

**Present**

Daryl Skworchinski ( <i>Chair</i> )	Jason Nesbitt	Ken McIntyre	John McKinnon
Kaiya Morriseau-Ferguson	Jay Lucas	Eileen Ervin	Mel Miller
Chris Martin	Adam Brown*	Dr. Sarah Newbery*	
Dr. Lindsay McLeod*	Carol Huard*	Janet Gobeil*	

**By Invitation**

Suzanne Bouchard  
Janet Martel  
Cole Taylor  
Beth Ryan, *Rec. Sec*

**Regrets**

Benoit Rioux  
Dr. Sayali Tadwalkar\*

\*Denotes non-voting member

**Board Education: Supportive Housing**

Adam Brown and Cole Taylor, Community Programs Coordinator, presented a history on the development of the Seniors Supportive Housing project in Marathon, establishment of the committee and an update on the current progress of the project. Cole Taylor gave an overview of services that will be offered to the tenants. Financing and operating budget were also discussed.

**Call to Order**

**The meeting was called to order at 6:55pm.**

**1. Approval of the Agenda**

Moved by: Eileen Ervin  
Seconded by: Jay Lucas  
THAT the agenda be approved as circulated.

CARRIED

**2. Declaration of Conflicts - none**

**3. Approval of the Minutes**

- I. November 29, 2017 Regular Board Meeting  
MOVED BY: Jason Nesbitt  
SECONDED BY: John McKinnon  
THAT the minutes of the November 29, 2017 BOD meeting be accepted as an accurate reflection of the meeting.

CARRIED

- II. January 29, 2018 Executive Committee Meeting  
MOVED BY: Ken McIntyre  
SECONDED BY: Jason Nesbitt  
THAT the minutes of the January 29, 2018 Executive Committee meeting be accepted as an accurate reflection of the meeting.

CARRIED



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**4. Patient Story – Adam Brown gave a positive patient story.**

**5. Reports**

I. Board Chair

Daryl Skworchinski submitted the Chair's report prior to the meeting for review and it was included in the meeting package.

II. Chief of Staff

Dr. Sarah Newbery provided a verbal report.

- Dr. Newbery highlighted Summit North which Adam Brown, Dr. Lindsay McLeod and Dr. Sarah Newbery attended. The purpose of the summit was to discuss physician human resources across the North Shore with hopes of progress toward a sustainable physician workforce in Northwestern Ontario communities.
- We have successfully recruited a physician who is relocating to Schreiber in early summer 2018.
- Physician reappointment applications for Active, Associate, Locum and Courtesy privileges have been reviewed at the MAC level and are recommended to the Board for approval tonight.

III. Administration Quality Report

The Administration Quality Report was circulated prior to the meeting and was included in the meeting package.

Carol Huard highlighted today's meeting with the MOHLTC, Ontario College of Pharmacies, regional CEO's, and CNO's at Thunder Bay Regional. The purpose of the meeting was to discuss the implication of the new NAPRA standards on the future of chemo delivery services in North Western Ontario. The new standards have been initiated to ensure safety for patients and employees with regard to mixing and compounding chemotherapy drugs. The standards will impose considerable renovation cost to all facilities currently providing chemotherapy. Attendees of the meeting agreed that the OCP seemed to recognize that a strict deadline for hospitals to comply with the upgrades will be devastating to many of the hospitals who are unable to incur such renovation costs. Janet Gobeil highlighted the changes to the Suboxone clinic in Marathon – Suboxone had previously been distributed in the ER department on days that the pharmacy was closed. It was quickly identified that the ER was not a supportive environment for this program. NOSH received funding to improve the program and is the paymaster to enable MFHT to run the program more appropriately in another location within the hospital. More funding will be pursued to eventually move the program out of the hospital setting.

We have successfully recruited a physiotherapist at the Wilson Memorial site who will be starting at the end of February.

NOSH, MFHT, NSFHT and NOSP received \$100,000 to formalize current relationships, identify system gaps in the communities in our catchment area and explore, collaboratively, how to address the deficiencies.

Question regarding the Schreiber lab collection closure. The collection site is currently run by McCausland Hospital's senior lab tech that lives in Schreiber and collects the samples one day per



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week on her way into work in Terrace Bay. The tech will be retiring soon making the logistics of maintaining the collection site no longer sustainable.

Sue Bouchard gave an update on union bargaining process and progress.

## 6. Items for Discussion

### I. NOSH Shared Service Agreement w TD/CGV/Town - Supportive Housing

The draft Shared Services Agreement was included in the meeting package for review prior to the meeting. The purpose of the document is to formalize the relationship between NOSH and the Town of Marathon with regard to the Senior Supportive Housing complex. It includes information outlining obligations and responsibilities of both parties with final intent to ensure that neither partner has opportunity to advantage of the other financially. NOSH will be operating the complex and will be responsible for any loss incurred with regard to recovery of labour and food. Other potential risks identified include utilities and occupancy, neither of which are risks to NOSH financially.

A final draft will be presented to the NOSH Board of Directors for motion to approve in spring 2018.

### II. Rural and Northern Healthcare Leadership Conference

Information regarding the Rural and Northern Healthcare Leadership Conference was included in the meeting package prior to the meeting for review. Adam Brown recommended that NOSH send two Board members to this conference as the focus on leadership and governance is relevant to our corporation and is worthwhile to attend.

**If interested and are available please let Beth Ryan know as soon as possible.** New Board members are encouraged to consider attending.

### III. Q3 YTD Financials

Financial and statistical results are submitted quarterly to the MOHLTC and the LHIN.

Janet Martel reviewed the Q3 YTD Financial results and they were included in the meeting package for review.

### IV. 2018/19 Budget / HAPS

The Hospital Accountability Planning Submission is a financial and statistical document that is submitted to the LHIN which then goes through a process of negotiation and approval, then becomes our Hospital Sector Accountability Agreement (H-SAA).

Janet Martel outlined the process of deciding on the fiscal budget and capital project process was also explained.

### V. Executive Compensation

Sue Bouchard explained the Executive Compensation Program and the process of submission and approval of the proposal.

The Executive Compensation proposal is posted on the NOSH website for public consultation and feedback and will be removed from the website on February 15<sup>th</sup>. The Ministry of Health will then review the proposal and approve that it has met all the specifications. Final approval of the proposal will be granted by the NOSH Board of Directors.

The Executive Committee of the NOSH Board reviewed the document in detail with Senior Administration prior to the first submission to the MOH.

### VI. Negotiations with NOSP re. Provision of accounting services



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North of Superior Counseling Programs is seeking assistance with their accounting services. Janet Martel has begun preliminary discussions with NOSP to investigate the potential for NOSH to provide the required services and will continue these discussions upon Board approval.

- VII. Northern Advocacy Update  
Information on the Northern Advocacy update was included in the meeting package for review. Please follow up with Adam Brown if you have any questions.
- VIII. Privileging and Education Policy  
The Physician Privileging and Education policies were included in the meeting package along with a summary provided by Dr. Lindsay McLeod.  
Dr. Sarah Newbery explained the physician credentialing responsibility of the Medical Advisory Committee and ultimately the Board of Directors.  
Dr. Lindsay McLeod has developed well referenced Privilege and Education Policies for Active Professional Staff and Locum Professional Staff which include educational expectations (ATLS, ACLS, PALS) with guidelines for taking clinical competence into consideration in our rural setting. The Medical Advisory Committee has had robust discussions during the development of the policies and is recommending them for Board approval.
- IX. NWLHIN Meeting Attendance – moved in camera

**7. Items for Approval**

- I. Appointment of Board members  
MOVED BY: Jay Lucas  
SECONDED BY: Eileen Ervin  
THAT Mel Miller and Chris Martin be appointed Directors of the NOSH Board until the Annual General Meeting, at which time they will be nominated for a term. CARRIED
- II. Q3 YTD Financials  
MOVED BY: Ken McIntyre  
SECONDED BY: Eileen Ervin  
THAT the Q3 YTD Finance submission be approved as presented for submission to the MOHLTC and the LHIN. CARRIED
- III. 2018.19 Budget / HAPS  
MOVED BY: Jason Nesbitt  
SECONDED BY: Ken McIntyre  
THAT the 2018.19 Budget/HAPS be approved as presented for submission to the LHIN. CARRIED
- IV. Physician Credentialing  
MOVED BY: Ken McIntyre  
SECONDED BY: John McKinnon  
THAT pursuant to the Northwest Regional Appointment and Credentialing Policy and Procedure, and upon recommendation from the Medical Advisory Committee, the Board of Directors approves:



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- Applications for Professional Staff privilege, including Locum, Courtesy and Regional Ordering to the North of Superior Healthcare Group

CARRIED

- V. Enter negotiations with NOSP re. Provision of accounting services  
MOVED BY: Eileen Ervin  
SECONDED BY: Kaiya Morriseau-Ferguson  
THAT the NOSH Board of Directors is in support of NOSH entering negotiations with NOSP to explore the prospect of NOSH providing NOSP accounting services.

CARRIED

- VI. Physician Privileging and Education Policies  
MOVED BY: Jay Lucas  
SECONDED BY: John McKinnon  
THAT upon recommendation from the Medical Advisory Committee, the NOSH Board of Directors adopts the Physician Privileging and Education for Active Professional Staff Policy and the Physician Privileging and Education for Locum Professional Staff Policy.

CARRIED

**8. Items for Information**

- I. NW LHIN Business Plan – included in the meeting package

**9. In Camera**

MOVED BY: Ken McIntyre  
SECONDED BY: Jason Nesbitt  
THAT the NOSH Board of Directors meeting move in camera at 8:28pm

MOVED BY: Jason Nesbit  
SECONDED BY: John McKinnon  
THAT the NOSH Board of Directors meeting move out of camera at 8:35pm

**10. Task List and Adjournment**

The meeting adjourned at 8:35pm.