



LENNOX AND ADDINGTON COUNTY GENERAL HOSPITAL

MINUTES BOARD OF DIRECTORS June 29, 2015 Airhart Conference Room

A meeting of the Board of Directors of the Lennox and Addington County General Hospital was held in the Airhart Conference Room at 6:30 p.m. on June 29, 2015.

PRESENT:

Board:	Peggy Rice (Chair)	Dr. Kim Morrison
	Chris Seeley	Cathie Vick
	Bob Clancey	Tony Brazda
	Judge Geoff Griffin	Deb Lowry
	Elaine Stillwell	Michelle Smith
	Wayne Coveyduck	Allan MacGregor
	Robert Paul	
	Norm Clark	
	Dr. Mamdouh Andrawis	

REGRETS: Tracy Kent-Hillis
Eric Smith

Staff in Attendance: Nancy Manion
Shari Sampson (Recorder)

1. Call to Order/Opening Remarks

The meeting was called to order at 6:30 p.m. by Peggy Rice. The Chair thanked everyone for attending and she thanked Chris Seeley as a representative of the Community Foundation for their generous donation toward the Cardiac Rehabilitation Program.

2. Approval of the Agenda

It was noted there was a duplication of new business. Items 9.1 and 9.2 were renumbered to 6.5 and 6.6.

Motion 1

Rationale: Normal Practice

Motion: The Board of Directors hereby approves the agenda of June 29, 2015.

Moved by: D. Lowry

Seconded by: C. Vick

The motion was carried.

3. Conflict of Interest

The Chair inquired if any member of the Board wished to declare a conflict of interest based on items identified in the Agenda. There were no identified conflicts of interest.



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4. Minutes of Previous Meetings

The minutes of May 5 and June 9, 2015 were reviewed and no changes were noted.

Motion 2

Rationale: Normal Practice

Motion: The Board of Directors hereby approves the minutes of the previous meetings dated May 5 and June 9, 2015.

Moved by: C. Seeley

Seconded by: B. Clancey

The motion was carried.

5. Business Arising

5.1 Health Care Tomorrow Update

At 18:45 the Board moved into closed session to discuss three items i) Health Care Tomorrow ii) Finance Closed session and iii) Ratification of the SEIU Office and Clerical and Service Workers Local Memorandums of Agreement.

Motion 3

Rationale: Normal Practice

Motion: The Board of Directors hereby moves into closed session.

Moved by: C. Vick

Seconded by: D. Lowry

The motion was carried.

At 20:14 the Board rose from closed session.

Motion 4

Rationale: Normal Practice

Motion: The Board of Directors hereby moves out of closed session.

Moved by: C. Seeley

Seconded by: T. Brazda

The motion was carried.

6. New Business

6.1 Letters from the LHIN

We received two letters from the LHIN dated May 11, 2015. One letter was regarding Bond use and the second letter was regarding deferred revenue. It was noted by the CEO that we have not received our cost analysis on the two projects to date. Mr Coveyduck was directed to await receipt of the cost analysis prior to signing.



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6.2 HSAA Agreement

HSAA agreement was reviewed and approval was given to sign and send out June 30, 2015.

6.3 Attestation – Use of Consultant Report

Gert Switzer reviewed the report and confirmed there were 3 LHIN consultants included in the report for which we were the transfer payment agency. Mrs. Switzer advised the Board the report was complete and accurate with respect to the posting and review of expense claims.

6.4 Urology Surgery

A request was received from the Surgical Clinical Team for equipment to modernize how they perform transurethral procedures in our hospital. This request has the support of the hospitalist group and the department of Urology at Queens. They have been providing services in our community for greater than 20 years. The capital cost is \$105,000 for the required instrumentation. The key performance indicators would include 2 days per month, 100 procedures per year, 50% day surgery and 50% admitted up to 48 hours. Wayne Coveyduck has spoken with Dr Resnick and they have agreed to the development of a Memorandum of Understanding which will outline the commitment of the urology service to our hospital program to support return on the investment.

Motion 5

Rationale: Enhancing existing urology services

Motion: The Board of Directors hereby approves the purchase of the urology instrumentation for \$105,000 pending receipt of the signed Memorandum of Understanding

Moved by: Deb Lowry
Seconded by: Norm Clark

The motion was carried.

6.5 Governance

Al MacGregor received a letter June 12, 2015 from the LHIN regarding collaborative governance and community engagement. The LHIN will be divided into 3 regions and 3 forums will be held to drive the strategic initiative. A conference call was organized to plan the forum session. Terms of reference will be available for the three forums.

6.6 Summer Planning

Peggy Rice requested the Board endorse the elected executive to deal with business arising at the Hospital during the summer months.



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Motion 6

Rationale: Normal Practice

Motion: The Board of Directors hereby moves that the Executive Committee of the Board is authorized to respond to Hospital Business arising during the summer vacation period on behalf of the Board of Directors.

Moved by: Bob Clancey

Seconded by: Cathie Vick

The motion was carried.

Peggy Rice invited members of the Board to consider attendance at the OHA Health Achieve the first week of November 2015. The Board will provide reimbursement of the expenses for two members to attend. Please submit your interest to the Chair.

The Board annual retreat will be held on September 10 and 11, 2015 at the Huff Estates in Prince Edward County. The Board will focus the retreat on Healthcare Downsizing and Restructuring. Wayne Coveyduck was asked to invite Joan Dawe back to share her experience with restructuring and regionalization in Newfoundland. If Joan is unavailable Wayne will seek an alternate speaker on this topic.

7.0 Reports

7.1 Quality Committee

Deb Lowry highlighted from the Quality Committee Minutes of May 19, 2015 that 100% of the respondents to our acute care patient satisfaction survey indicated they would recommend our hospital. The return rate on the survey was 50%. Nancy Manion reported that she took part in a mid cycle teleconference with Accreditation Canada. Our next Accreditation survey is scheduled for 2017.

7.2 Medical Advisory Committee

Dr. Morrison indicated the MAC held two meetings since the last report: May 7 and June 4, 2015. The Trillium Gift of Life program was successfully implemented in March 2015.

The Board reviewed the reappointment applications as recommended by the MAC. No Concerns were noted therefore, the reappointment applications were approved by the Board.

The Board reviewed the appointment application for Dr. David Ruggles as recommended by the MAC and no concerns were noted.



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Motion 7

Rationale: Applications for appointment and reappointment to the Medical Staff require the review and approval of the Medical Advisory Committee and the Board of Directors.

Motion: The Board of Directors hereby approves the appointment and reappointment of the following as recommended by the Medical Advisory Committee:

Dr. Ven Hota – Active Staff privileges (General Surgery)
Dr. Crystal Gonu – Active Staff privileges (Family Practice & Emergency)
Dr. Jeffrey Sloan – Active Staff privileges (Family Practice & Emergency)
Dr. Dan Curran – Active Staff privileges (Family Practice & Emergency)
Dr. Paul Kenny – Active Staff privileges (Anesthesia)
Dr. Joslyn Wilson – Active Staff privileges (Anesthesia)
Dr. Valerie McLeod – Courtesy with Admitting privileges (Anesthesia)
Dr. Kieran Moore – Courtesy without Admitting privileges (Public health and Preventative Medicine)
Dr. J. Doug Alkenbrack – Courtesy without Admitting privileges (Family Practice)
Dr. Kim Morrison – Active Staff privileges (Family Practice)
Dr. Carl Lee – Active Staff privileges (Family Practice)
Dr. Christopher Sosnowski – Active Staff privileges (Family Practice)
Dr. Tom Touzel – Active Staff privileges (Family Practice)
Dr. Liz Touzel – Active Staff privileges (Family Practice)
Dr. Mamdouh Andrawis – Active Staff privileges (Family Practice)
Dr. Scott Marin – Locum Tenens privileges (Family Practice)
Dr. Erin Beattie – Locum Tenens privileges (Family Practice)
Dr. Valli Hota – Active Staff privileges (Family Practice)
Dr. Craig Mitchell – Associate privileges (Family Practice)
Dr. Andre Tan – Consulting privileges (ENT)
Dr. David Robertson – Active Staff privileges (General Surgery)
Dr. Robert Reynolds – Active Staff privileges (Family Practice)
Dr. David Ruggles – Consulting (Physical Medicine & Rehab)

Moved by: Judge Geoff Griffin

Seconded by: Al MacGregor

The motion was carried.

7.3 Art Décor

Board members, Foundation Board members and the Art Décor Committee were asked to submit ideas for naming the building at 310 Bridge Street West. From the names submitted, the committee recommends the LACGH – Lenadco Complex.

Motion 8

Rationale: Naming of property is a Board responsibility

Motion: The Board of Directors hereby moves that 310 Bridge Street West be named the LACGH- Lenadco Complex.

Moved by: Bob Clancey

Seconded by: Robert Paul

The motion was carried.



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The Art Décor committee selected a 50th Anniversary Hospital Logo from submissions received and the logo was unveiled to the Board of Directors. It will be used from January 01, 2016 to December 31, 2016. The Art Décor committee recommended several ideas to celebrate our 50th anniversary including a staff event to include retirees, dinner theatre in May for staff as well as volunteer dinner, flags on the lamp posts (5). The Board will support the foundation in the February Gala, golf tournament, \$50 for 50 years if the Foundation wishes to go forward with these ideas.

7.4 Foundation

Robert Paul indicated there was nothing to report at this time.

7.5 Finance Committee

Deb Lowry provided a report from the Finance Committee meeting held on May 26, 2015 . The June meeting was cancelled.

7.5.1 - Board, CEO and Senior Management Expenses

The Finance Committee reviewed the Board, CEO and Management expenses for April 2015 which totaled \$884.40. The Finance Committee recommends to the Board that the following expenses be approved.

Motion 9

Rationale: The Broader Public Sector Accountability Act requires that the expenses of the Board, CEO and Senior Management be reviewed and/or approved by the Board.

Motion: The Board of Directors hereby approves the April expenses which totalled \$884.40 as recommended by the Finance Committee:

April 2015

Name	Meals	Hospitality	Accommodation	Vehicle Rental/Own Used Mileage	Incidentals (Parking, tolls, etc.)	Fares	Total
Wayne Coveyduck				\$247.07			\$247.07
Gert Switzer	\$19.83			\$40.22			\$60.05
Shari Sampson	\$129.87		\$239.54	\$126.25	\$5.41	\$76.21	\$577.28
TOTAL	\$149.70		\$239.54	\$413.54	\$5.41	\$76.21	\$884.40

Moved by: Deb Lowry
Seconded by: Bob Clancey

The motion was carried.

7.5.2 - Review of Monthly Financial Statement and Checklist

The Finance Committee reviewed the April 2015 Financial Statement and Checklist totaling \$2,559,418.32 and has recommended that they be approved by the Board.



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Motion 10

Rationale: Normal Practice

Motion: The Board of Directors hereby approves the April 2015 Financial Statement and Cheque List which totaled \$2,559,418.32 as recommended by the Finance Committee.

Moved by: Tony Brazda

Seconded by: Deb Lowry

The motion was carried.

7.5.3 Review of Capital Equipment Requests

The Finance Committee reviewed requests for purchases of Capital Equipment totaling \$238,475 and recommended that they be approved by the Board.

Motion 11

Rationale: Normal Practice

Motion: The Board of Directors hereby approves the purchase of the following capital equipment items at a total cost of \$238,475 as recommended by the Finance Committee.

- Admin Client Server Manager computer (Cost \$2,375)
- Meditech Upgrade to software (Cost \$6,100)
- Software for dietary implementation (Cost \$47,000)
- Medication Carts for the Inpatient Unit (Added cost \$6,700)
- Business Intelligence Software implementation (Cost \$170,000)
- Electro Diagnostic software (Cost \$13,000)

Moved by: Cathie Vick

Seconded by: Deb Lowry

The motion was carried.

7.6 Building and Grounds

Minutes of the May 26, 2015 meeting were attached. Tony Brazda reported the committee toured the Lenadco facility and noted we have acquired quality space at extraordinary cost. He commended hospital administration for the excellent planning and high quality work that is being conducted at a cost effective price. There will be a tour of the Westdale Complex for committee members tomorrow morning June 30, 2015.

7.7 Ethics

The Ethics Committee met on June 10, 2015, the minutes were distributed with the agenda. There were no motions arising from the meeting. It was noted that an ethics decision tree recommended by Nancy Manion will be trialed over the summer.



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An Education Day will be organized for September 9, 2015 with bioethicist, Hannah Kaufman. All members of the Ethics committee, administrative staff on call and charge nurses will be invited to attend. Monica Pine, a local Crown Attorney has been added to the committee membership. Tracy Kent Hillis and Shelby Lloyd each presented an ethical case review. Excellent discussion followed.

7.8 Executive Committee

Peggy Rice indicated business was covered earlier in the meeting.

7.9 Chief Executive Officer's Report

Wayne Coveyduck's report of June 29th, 2015 was distributed with nothing further to add. There were no questions arising from the report.

Motion 12

Rationale: Normal Practice

Motion: The Board of Directors hereby accepts the reports from the Quality Committee, Medical Advisory Committee, Finance Committee, Hospital Foundation Building and Grounds, Ethics Committee, CEO and Art Décor .

Moved by: Chris Seeley
Seconded by: Bob Clancey

The motion was carried.

7. Other

8.1 Correspondence for Information

There were no questions regarding the attached correspondence.

Peggy Rice thanked Dr Andrawis for serving on the Board of Directors as the President of Medical Staff.

8. Closed Session

At 9:20 pm the Board moved into closed session.

Motion 13

Rationale: Normal Practice

Motion: The Board of Directors hereby moves into closed session.

Moved by: Elaine Stillwell
Seconded by: Tony Brazda

The motion was carried.

At 9:45 pm the Board rose from closed session.



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Motion 14

Rationale: Normal Practice

Motion: The Board of Directors hereby rises from closed session.

Moved by: Judge Geoff Griffin

Seconded by: Deb Lowry

The motion was carried.

9. Next Meeting

The next regular meeting of the Board is October 6, 2015.

10. Adjournment

The meeting was adjourned at 9:50 pm.

Motion 15

Rationale: Normal Practice

Motion: The Board of Directors hereby adjourns their meeting at 9:50 p.m. on June 29, 2015.

Moved by: Tony Brazda

Seconded by: Chris Seeley

The motion was carried.