



## *Red Lake Margaret Cochenour Memorial Hospital*

# Board of Governors MINUTES

**DATE:** Tuesday, April 7, 2009  
**TIME:** 5:30 p.m.  
**PLACE:** Hospital Board Room

**PRESENT:**

Ms. Alana Procyk	Chair
Ms. Tammy Cameron	
Mr. Ed Everley	
Mr. Loye Halteman	
Ms. Cathy Kaczmarek	
Mr. Peter Koch	
Ms. Deikel Orocu	IT/Finance Administrator
Ms. Tracey Simon	
Ms. Annwyl Shewchuk	Professional Practice Co-ordinator
Ms. Eleanor Vachon	Vice Chair
Ms. Marion Whitton	
Ms. Karen Dodic	Recording Secretary

**REGRETS:**

Dr. Vic Aniol	
Ms. Ursula DeKeyser	
Ms. Lori Kowalchuk	
Ms. Debbie Larson	Chief Nursing Officer
Ms. Janice Mullin	Chief Executive Officer
Mr. Duncan Wilson	
Dr. Diane Zielke	President, Medical Staff

**PUBLIC ATTENDEES:**

Mr. Dennis Gushulak	
Ms. Donna Gushulak	
Mr. Dave Wilson	

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### 1. CALL TO ORDER

The meeting was called to order by Ms. Procyk, Board Chair at 5:02 p.m.  
Ms. Procyk welcomed the public in attendance.

### 1.2 ACCEPTANCE OF AGENDA

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**MOTION NO.: 09-13** Moved: T. Simon Seconded: M. Whitton

*That the agenda be accepted as amended (distributed).*

*#3.3 Radiology Reading Services was added.*

**VOTE FOR MOTION 09-13; Carried**

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### 1.3 DECLARATION OF CONFLICT OF INTEREST

There was no declaration of conflict of interest declared

## 2. CONSENT AGENDA

### 2.1 Adoption of Minutes

The following motion was brought forward:

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**MOTION NO.: 09-14** Moved: C. Kaczmarek Seconded: M. Whitton

*That the Minutes of the Board of Governors Meeting held March 5, 2009 be accepted as amended.*

#6.3 – “washer and dryer”

**VOTE FOR MOTION 09-14; Carried**

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## 3. NEW BUSINESS

### 3.1 Errors/Omissions

Ms. Procyk noted that Mr. Gushulak, Corporate member, brought to her attention errors/omissions in Board approved minutes on the Hospital website. A list of revisions was distributed to members for review.

The following motions were brought forward:

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**MOTION NO.: 09-15** Moved: E. Vachon Seconded: P. Koch

*That the errors/omissions outlined April 7, 2009 be approved as presented.*

**VOTE FOR MOTION 09-15; Carried**

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### 3.2 Supply Chain Management update

Northwest Regional Supply Chain update and minutes were distributed for information. The CEO's in the region have met to discuss the initiative and the Hospital's due diligence. Meetings are taking place to discuss Health Pro vs. Med Buy and the steering committee is meeting in Thunder Bay April 15, 2009 to review each hospital's decisions. Ms. Orocu noted that there are quite a few variables to take into consideration prior to making a decision and commitment to move to Med Buy.

### 3.3 Radiology Reading Contract

Previously Thunder Bay Regional has read our Hospital's DI & Ultrasound exams (daytime, night, weekend and urgent); however, we have experienced issues such as inexperienced Radiologists, lengthy turnaround time and our Hospital was low priority. Key factors like these have forced the Hospital to seek for a better service provider and in November 2008 we signed a contract to move night, weekend and urgent readings to CTS (Canadian Teleradiology Services). Due to limited radiologist staff in Thunder Bay we have experience poor services on our daytime readings also; which forced us to look for new services for daytime volumes and effective April 6, 2009; the Hospital has signed a contract with CTS radiology services for daytime services. All these new services will represent a cost of approximately \$17,000/year with a much faster turnaround time; results within 48 hours. Ms. Orocu noted that CTS has an excellent reputation and are very accommodating.

## 4. CRQI

### 4.1 Medication incident summary

- ✓ A variety of Medication incidents comparison graphs by year were reviewed
- ✓ Staff are encouraged to write up incident reports as required in order to improve processes.

### 4.2 Patient fall summary

- ✓ Patient falls/suspected falls comparison graphs by year were reviewed

#### 4.3 Incident/unusual occurrence summary

- ✓ Medication Safety Committee has been formed. Medication incident statistics are reviewed and recommendations for improvements are made.

### 5. GOVERNANCE COMMITTEE

- 5.1 There was not anything to report on

### 6. FINANCE COMMITTEE

#### 6.1 Draft January Financial Statements

Financial statements ending February 28, 2009 were presented by Ms. Orocu highlighting:

- ✓ Revenue - \$6,448,130
- ✓ MOH Base allocation is on Budget
- ✓ Supplies and Other Expenses are under budget year to date by \$18,111
- ✓ Hospital wide travel and education/recruitment YTD \$185,563
- ✓ Board travel/education year to date - \$22,867
- ✓ Professional development year to date - \$20,165
- ✓ Year to date surplus of \$183,272 (After amortization)
- ✓ Community Counseling has a surplus of \$ 54,029 which is due to vacancies, sessional fees and supplies not utilized, surplus will be returned
- ✓ Diabetes Program has a surplus of \$21,539 which will be returned
- ✓ Job Connect has a surplus of \$32,794 which will be returned
- ✓ Projection for year end March 31, 2009 - \$135,000 - \$170,000 after amortization

The following motion was brought forward:

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**MOTION NO.: 09-16** Moved: E. Vachon Seconded:T. Simon  
*That the Financial statements ending February 28, 2009 be accepted, as presented.*  
**VOTE FOR MOTION 09-16; Carried**

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#### 6.2 Writeoffs

Write-offs were presented to the Finance Committee and approved in the amount of \$13,207.12. Ms. Orocu noted that the outstanding writeoffs are patient related accounts which are unable to be collected.

The following motion was brought forward:

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**MOTION NO.: 09-17** Moved: E. Vachon Seconded: T. Simon  
*That the writeoffs for In/Out patient ending March 31, 2009 in the amount of \$13,329.12 be approved as presented.*  
**VOTE FOR MOTION 09-17; Carried**

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### 7. STRATEGIC PLANNING COMMITTEE

There was not anything to report on.

**8. MEDICAL ADVISORY COMMITTEE**

There was not anything to report on.

**9. REPORTS**

- ✓ Dinner Theatre 105 tickets are now available for purchase. Tickets are \$35/each; please call 222-1087 to purchase.

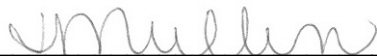
**10. NEXT MEETING**

May 7, 2009

**11. ADJOURNMENT**

The meeting adjourned at 7:00 p.m for an In Camera session.

  
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Alana Procyk  
Chair

  
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Janice Mullin  
Secretary