



Red Lake Margaret Cochenour Memorial Hospital

Board of Governors MINUTES

DATE: Thursday, March 11, 2010
TIME: 5:30 p.m.
PLACE: Hospital Board Room

PRESENT:

| | |
|---------------------|-------------------------|
| Dr. Vic Aniol | Chief of Staff |
| Ms. Anne Billard | |
| Ms. Tammy Cameron | |
| Ms. Ursula DeKeyser | via teleconference |
| Ms. Cathy Kaczmarek | |
| Mr. Peter Koch | via teleconference |
| Ms. Alana Procyk | Chair |
| Ms. Arlene Swanwick | |
| Ms. Marion Whitton | |
| Ms. Eleanor Vachon | Vice Chair |
| Ms. Debbie Larson | Chief Nursing Officer |
| Ms. Janice Mullin | Chief Executive Officer |

REGRETS:

| | |
|---------------------|------------------------------------|
| Mr. Loye Halteman | |
| Ms. Lori Kowalchuk | |
| Ms. Deikel Orocu | IT/Finance Administrator |
| Ms. Annwyl Shewchuk | Professional Practice Co-ordinator |
| Mr. Dave Wilson | |
| Dr. Diane Zielke | President, Medical Staff |

1. CALL TO ORDER

The meeting was called to order by Ms. Procyk at 5:38 p.m.

1.2 ACCEPTANCE OF AGENDA

MOTION NO.: 10-08 Moved: A. Billard Seconded: P. Koch

That the agenda be accepted as amended.

#3.1 and #6.2 were removed.

VOTE FOR MOTION 10-08; Carried

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:

MOTION NO.: 10-09 Moved: T. Cameron Seconded: A. Swanwick
That the Minutes of the Board of Governors Meeting held February 16, 2010 be accepted as amended.

VOTE FOR MOTION 10-09; Carried

3. **BUSINESS ARISING**

3.1 **Strategic Planning Session**

Ms. Procyk reminded members of the upcoming Strategic Planning session, May 14, 15 at the Heritage Centre.

4. **NEW BUSINESS**

4.1 **By-laws**

This item was removed

4.2 **Draft Policies**

Six Administration policies were included for review. These policies were follow up as recommended by Accreditation.

Members were given the opportunity to take the policies to review them. Will be brought forward to the next meeting.

5. **CRQI**

5.1 **Professional Staff Registration**

Ms. Shewchuk compiled statistics for licensing of professional staff for 2010. The Hospital policy states that all professional staff must submit proof of licensure from their applicable College. The statistics outlined that most departments are 100% compliant, except Nursing – 2 casual RPN's have been removed from the call in list until proof of registration has been submitted.

Inquired if Ms. Shewchuk could provide information on the Hospital's "errors and omissions" insurance for the next meeting.

5.2 **Occupational Health & Safety Update**

Minutes from February 19, 2010 and October 9, 2010 Joint Occupational Health & Safety Meeting were distributed.

6. **GOVERNANCE COMMITTEE**

6.1 A meeting was held February 23, 2010.

7. **FINANCE COMMITTEE**

7.1 **Financial Statements ending January 30, 2010**

Ms. Mullin provided a powerpoint presentation on the January 31, 2010 financials:

- ✓ Total revenue is under budget – year to date \$5,970,895
- ✓ Total expenses year to date - \$5,855,945
- ✓ Surplus of \$114,950 (including investments, fuel/electricity)
- ✓ After amortization – year to date surplus - \$77,124
- ✓ Estimated balanced budget at year end

- ✓ Community Mental Health Program – surplus position
- ✓ Diabetes/Career Employment also are in a surplus position

The following motion was brought forward:

MOTION NO.: 10-11 Moved: U. DeKeyser Seconded: E. Vachon
That the financial statements ending January 31, 2010 be accepted as presented.
VOTE FOR MOTION 10-11; Carried

7.2 Accountability Agreement

As there has been no funding announcement for 2010/11, the LHIN is extending our existing two year contract to include 2010/11.

Without funding announcements, we are projecting a deficit of \$62,899 for 2010/11 – if there is no additional funding the Hospital will fund out of reserves. The LHIN will waive the requirements for a balanced budget provided that the Hospital develops an improvement plan (HIP) that will enable the Hospital to achieve a balanced operating position for the fiscal year following March 31, 2011.

The leadership team will work on devising a plan with a list of options and bring to the Finance Committee for discussion. Once the plan is approved by the Board, it will be submitted to the LHIN for approval.

The following motion was brought forward:

MOTION NO.: 10-12 Moved: P. Koch Seconded: C. Kaczmarek
That the Board of Directors sign the Accountability Agreement, with the attached waiver, as presented.
VOTE FOR MOTION 10-12; Carried

Ms. Mullin will speak to Ms. Cordeiro regarding restricting future funds.

8. SUB COMMITTEE/SPECIAL PROJECTS

- ✓ Paperwork has been signed for possession of the house.
- ✓ Renovations are moving along – flooring, painting, etc. Ms. Mullin advised of the challenges Mr. Huetler is facing in the basement.
- ✓ Suggested that after renovations are complete that a “wine and cheese” be held for the Board to view.
- ✓ Ms. Mullin is in the process of receiving quotes for furniture for the house; two locally, one out of town.
- ✓ Ms. Whitton volunteered to assist Ms. Mullin with the purchase of local items.
- ✓ Suggested that a letter be sent to the Municipality of Red Lake inquiring if water and sewer taxes for the Hospital house could be waived. Ms. Billard will follow up.

9. MEDICAL ADVISORY COMMITTEE

There has not been a meeting to report on.

10. REPORTS

- ✓ Ms. Mullin briefly discussed the committee that she sits on with local/regional Hospitals/organizations.
- ✓ In the process of recruiting for a Dietician and Nurses.
- ✓ Still working on Accreditation follow up.


- ✓ An information package will be sent out prior for the Strategic planning session in May.

11. NEXT MEETING

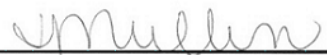
April 11, 2010

12. ADJOURNMENT

The meeting adjourned at 7:15 p.m.



Alana Procyk
Chair



Janice Mullin
Secretary