

Chair / Acting Chair:	Dr. R. McTavish
Minutes taken by:	Christine Wignall
Appointed record custodian:	Christine Wignall

OPEN SESSION

Voting Attendees: Dr. R. McTavish, Mr. J. O'Brien, Mr. J. Pennachetti, Ms. J. Phelan, Ms. J. Armitage, Mr. W. Sendzik

Non- Voting Attendees: Ms. J. Rufrano, Ms. C. Bergeron, Dr. J. Luce, Sister L. Dillon, Mr. T. Romaniuk

Also Present: Ms. L. Pay, Ms. M.J. Johnson

Regrets: Mr. F. Bagatto, Bishop G. Bergie, Mr. L. Bruzzese, Mr. D. Goulbourne, Mr. J. Nitsopoulos, Dr. R. Harb

1. Call to Order

The Open Session meeting was called to order at 5:07 pm. Quorum was achieved.

Opening Prayer

Sister Louise opened the meeting with a prayer.

2. Presentation

There was no presentation scheduled.

3. Policy Review

The following two policy updates were presented for approval:

- Destruction of Hospital Records (X-10)
- Retention of Hospital Records (X-30)

Both policies have been updated and procedures are in compliance with legislated requirements.

Motion **Moved by:** **Mr. W. Sendzik**
 Seconded by: **Ms. J. Armitage**

“That the Destruction of Hospital Records and the Retention of Hospital Records policies be approved as presented.”

CARRIED

4. Approval of the Meeting Agenda

Motion Moved by: Ms. J. Phelan
Seconded by: Ms. J. Armitage

“That the meeting agenda of February 11, 2014 be approved as presented.”

CARRIED

5. Declaration of Conflicts

This item allows trustees the opportunity, based on the approved agenda, to express a conflict of interest with any items. No conflicts were voiced or identified at this time.

MINUTES OF THE LAST MEETING AND BUSINESS ARISING

6. Approval of Open Session Board Minutes of January 14, 2014

Motion Moved by: Mr. J. O’Brien
Seconded by: Mr. W. Sendzik

“That the Open Session Board minutes dated January 14, 2014 be approved as presented.”

CARRIED

7. Business Arising

There was no business arising.

CONSENT AGENDA (includes Minutes, Reports & Information)

8. Approval of the Consent Agenda Items

Motion Moved by: Ms. J. Armitage
Seconded by: Ms. J. Phelan

“That the Consent Agenda items be accepted for information.”

Key Points of Discussion

- Audit Committee – February 11, 2014

- The Committee met today in advance of the Board meeting. The minutes were not available and a verbal report was provided.
- The projected deficit at fiscal year-end 2013/14 is (\$50,951)
- All indicators were met
- Investments were reviewed
- Expenses and revenue were reviewed

- Medical Advisory Committee – January 29, 2014

- The minutes were presented and reviewed
- The Medical Staff Association minutes dated January 9, 2014, were provided for information

“That the Medical Advisory Committee minutes dated January 29, 2014 be approved as presented.”

- Quality Improvement Committee – January 30, 2014

- The minutes were presented and reviewed
- The 3rd Quarter QIP and Patient Incident results were presented
- NRC Picker patient satisfaction results for both rehab and CC were provided. Areas of focus were discussed. A high percentage of patients would recommend the facility resulting in HDS maintaining the high performer status. This can be noted in the annual report to the community.
- An Accreditation follow-up submission has been completed and feedback on the status is forthcoming. A formal announcement will follow.

“That the Quality Improvement Committee minutes dated January 30, 2014 be approved as presented.”

Reports:

- Leadership
 - The flag tribute wall was discussed
 - The Kristen French Family Support Room is now open for use
 - The Gluckstein Room designation was outlined
- Chief of Staff
 - A donation to support VTE Prophylaxis research was received
- Foundation
 - Fundraising efforts are being planned

A vote to accept the Consent Agenda items was taken and the motion was **CARRIED.**

NEW / OTHER BUSINESS

9. New / Other Business

9.1 Pre-circulated correspondence via email:

- *The Spirit, January 2014*
- *The Torch, January 2014*
- *News Release, WLMH*
- *Email, Flag Tribute Wall*

9.2 *Included:*

- Bed Availability – January 2014
- SPR & Assess Restore 3rd Quarter results
- Out-Patient Programs, Patient Survey results

Received for information.

9.3 *Letter of Thanks*

A letter of thanks was circulated at the table.

The Chair concluded the Regular meeting at 5:35 p.m. and moved to the In-Camera Meeting.

10. In-Camera Session

Motion **Moved by:** **Mr. J. O'Brien**
 Seconded by: **Ms. J. Armitage**

“That the meeting move to an in-camera session to approve/discuss the in-camera minutes of January 14, 2014, in-camera committee minutes, the HAPS budget, medical staff reapplications and the critical incident report at 5:35 p.m.”

CARRIED

10.1 Chair’s Report on the In-Camera Session

The Board moved to an in-camera session at 5:35 p.m. to approve/discuss the in-camera minutes of January 14, 2014, in-camera committee minutes, the HAPS budget, medical staff reapplications and the critical incident report and returned to an open session at 6 p.m.

Moved by: **Mr. J. O'Brien**
Seconded by: **Ms. J. Armitage**

“That the Report of the Chair on the In-Camera Session be adopted”

CARRIED

11. Adjournment

The meeting adjourned at 6 p.m.

Next Meeting: Tuesday, March 11, 2014
5 pm