



**MINUTES** of the **BOARD OF DIRECTORS** meeting held on **Thursday, December 13, 2018**, 17:00 hours, Auditorium, Met Campus, 1995 Lens Avenue, Windsor, Ontario.

**PRESENT:**

Dan Wilson, Chair

|                  |                  |   |
|------------------|------------------|---|
| Arvind Arya      | Patricia France  | Dr. Abdelrahman Elashaal (ex-officio, non-voting) |
| Leanne Leech     | Michael Lavoie   | Dr. Joslyn Warwaruk (ex-officio, non-voting)      |
| Genevieve Isshak | Anthony Paniccia | Karen McCullough (ex-officio, non-voting)         |
| Penny Allen      | John Leontowicz  | Dr. Anil Dhar (ex-officio, non-voting)            |
| Paul Lachance    | Lynne Watts      | Dr. Gary Ing (ex-officio, non-voting)             |
| Pam Skillings    |                  | David Musyj (ex-officio, non-voting)              |

**STAFF:**

Executive Committee

**REGRETS:**

Cynthia Bissonnette    Dr. Laurie Freeman    Dr. Maureen Muldoon  
Dr. Larry Jacobs (ex-officio, non-voting)

**1. CALL TO ORDER :**

The meeting was called to order at 17:11 hours with Mr. Wilson presiding as Chair, and Ms. Clark recording the minutes.

**2. DECLARATIONS OF CONFLICT OF INTEREST:**

None noted.

**3. PREVIOUS MINUTES – November 01, 2018**

The minutes of the November 01, 2018 Board of Directors meeting had been previously distributed.

**MOVED** by Ms. P. France, **SECONDED** by Mr. P. Lachance and **CARRIED**

**THAT** the minutes from the November 01, 2018 Board of Directors meeting be approved.

**4. REPORT OF THE PRESIDENT & CEO:**

Mr. Musyj referred to his report and highlighted the following:

- The importance of getting the flu vaccine.
- The differences in bed sheet cleaning between Canada and the United Kingdom. There were a few sites included in his report that Board members could go on and read more about this.

He asked if there were any questions. None were presented.

## 5. SCHULICH REPORT:

Dr. Jacobs was absent from the meeting but had submitted his report.

## 6. FINANCIAL PRESENTATION & TREASURER'S REPORT:

Mr. Lavoie reported.

- The largest variance in both revenue and expense is funded drugs. Drug expense is over budget \$2,521; all of this variance is offset by revenue.
- Our total revenue of \$3.5 million is ahead of budget by 1.2%.
- Salaries & wages had an unfavourable variance of 0.4%, which is a small number.
- The current year's actual total revenue is \$10 million, a 3.5% favourable variance.
- Salaries show a \$4.6 million or 3.4% unfavourable variance.
- Our YTD results:
  - i) Negative hospital margin (\$6,525)
  - ii) Deficit from Hospital operations (\$7,579)
  - iii) Bottom line deficit (\$8,534)
- Expenses:
  - i) Salaries - 0.4% over budget
  - ii) Benefits - 1.2% over budget
  - iii) Medical Staff fees - \$137K unfavourable to budget
  - iv) Drugs - \$2521K unfavourable
  - v) Med Surg supplies - \$959K unfavourable
  - vi) Other supplies & expenses - \$452K unfavourable
- Mr. Lavoie reviewed the total weighted cases, acute patient days and ED visits & holds for both the Met & Ouellette Campuses.
- He also reviewed the acute average LOS, psych average – adolescent LOS for Met, and the acute average LOS and psych average – adult LOS for Ouellette
- Organizational health:
  - i) Sick time, overtime and FTE staffing is over budget at both campuses

Board question: Where do the ALC's sit right now?

McCullough: We are staying under our targets. A lot of patients are being taken home into the community.

## 7. CONSENT AGENDA:

**MOVED** by Mr. M. Lavoie, **SECONDED** by Ms. P. Allen and **CARRIED**

**THAT** the report of the November 26, 2018 Finance/Audit & Resources Committee meetings be accepted.

## 8. NEW BUSINESS: None

## 9. BUSINESS ARISING:

The Chair spoke about the OHA Board self- assessment survey that Board members completed in the fall. There were thirteen responses in total from our Board. This number excluded the three new Board members, who did not have enough experience on this Board when the survey was sent out. They will be able to complete it next year.

The WRH Board had very good results, which were distributed to the Governance Committee earlier this week. The Chair stated that once the Governance Committee reviews the results, a plan to address any weaker areas will be brought back to the Board.

**10. CORRESPONDENCE/PRINTED MATTER:**

- Media Report
- The Standard

**11. DATE OF NEXT REGULAR MEETING:**

**Thursday, January 10, 2019, Met Auditorium**

**12. BOARD MEMBERS QUESTIONS, COMMENTS OR NOTICES OF MOTIONS:**

None.

**13. ADJOURNMENT:**

There being no further business to discuss, it was

**MOVED** by Mr. A. Arya, **SECONDED** by Ms. P. Skillings and **CARRIED THAT** the December 13, 2018 Board of Directors meeting be adjourned at 1725 hours.

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Dan Wilson, Chair  
Board of Directors

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Cheryle Clark  
Recording Secretary

/cc