



**MOTION/ACTION SHEET**  
**From the**

**BOARD OF DIRECTORS MEETING**

**Thursday, December 12, 2013**

**IT WAS RESOLVED THAT**

**13121201** Windsor Regional Hospital will provide the Windsor Cancer Research Group up to \$50,000 toward their Passport Campaign in the form of a matching campaign by WRH matching each \$1.00 raised by the WCRG, by donating \$1.00 up to \$50,000.

**ACTION: Dr. Innerd would like the Board's appreciation to be conveyed to the Physicians, Finance and Nursing staff.**

**MINUTES** of the **BOARD OF DIRECTORS** meeting held on **Thursday, December 12, 2013**, 1700 hours, Union Gas Room, St. Clair Centre for the Arts, Riverside Dr. W., Windsor, Ontario.

**PRESENT:**

Gay Wrye, Chair	Arvind Arya	Dr. Gerry Cooper (ex-officio, non-voting)
Dr. Wilf Innerd	Yvan Poulin	David Musyj (ex-officio, non-voting)
Lisa Landry	Dan Wilson	Dr. Gary Ing (ex-officio, non-voting)
Pam Skillings	Lynne Watts	Dr. Andrea Steen (ex-officio, non voting)
Ruth Orton-Pert	Leanne Leech	Dr. Shobhana Patel (ex-officio, non-voting)
Leanne Leech	John Leontowicz	Dr. Sowmil Mehta (ex-officio, non voting)
Bob Renaud	Anthony Paniccia	
Dr. Maureen Muldoon		

**STAFF:**

Executive Committee

**REGRETS:**

Karen McCullough (ex-officio, non-voting)

**1. CALL TO ORDER:**

The meeting was called to order at 1710 hours with Gay Wrye presiding as Chair and Cheryl Clark recording the minutes.

**2. PRESENTATION:**

The Windsor Cancer Research Group (WCRG) attended the meeting to present an update on their work to date and what opportunities they envision in the future.

The WCRG group was comprised of:

Dr. Caroline Hamm, Dr. Lisa Porter, Dr. Dora Cavallo-Medved, and Ms. Karen Metcalfe

At the end of their presentation, Mr. Musyj excused the group for a few minutes so that he could speak privately to the Board. He feels their work is exciting and it presents a great opportunity for our community. In WRH's Stage 1A proposal to the Ministry, research was highlighted.

The group had spoken earlier about the "Passports" Campaign, a campaign that would establish a global cancer research office that will foster cross-border collaborations and lay the foundation for international clinical trials access for Windsor/Essex cancer patients. Caesars Windsor donated \$25,000 to kick off the \$100,000 campaign. Mr. Musyj asked the Board if they would consider support for a matching campaign – for every dollar the group raises, WRH would match that up to \$50,000 in total. These individuals started this endeavor on their own and have made dramatic strides. If our Board contributed \$25,000, that would help move this campaign along. They could say to the community the hospital is engaged and that would help to keep the community engaged. The Foundation would also have a place in this as well.

**MOVED** by Mr. R. Renaud, **SECONDED** by Mr. Y. Poulin and **CARRIED**  
**IT WAS RESOLVED THAT** Windsor Regional Hospital will provide the Windsor Cancer Research Group up to \$50,000 toward their Passport Campaign in the form of a matching campaign by WRH matching each \$1.00 raised by the WCRG, by donating \$1.00 up to \$50,000.

Mr. Musyj called the group back into the meeting and informed them of the Board motion. Ms. Wrye then presented a cheque for \$25,000. to the WCRG group.

They thanked the Board and departed the meeting.

**3. DECLARATIONS OF CONFLICT OF INTEREST:**

None noted.

**4. PREVIOUS MINUTES –November 07 & 12, 2013**

The minutes of the November 07, 2013 Board of Directors meetings had been previously distributed.

**MOVED** by Dr. W. Innerd, **SECONDED** by Mr. Y. Poulin and **CARRIED**  
**THAT** the minutes of the November 07 & 12, 2013 Board of Directors meeting be approved.

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

Mr. Musyj reported, highlighting the following:

It has been a very interesting and busy year. When we met last December at this time, we did not contemplate where we have ended up this December. Substantial progress has been made and we are almost at the 90<sup>th</sup> day of re-alignment. Generally it has been successful but there are operational issues we must address. We are confident we will be successful. From a patient and family point of view, it is imperative they have an identical experience at either campus. The community has been very supportive of this re-alignment.

Most recently we added two individuals to our senior team. Janice Kaffer was going to return to HDGH at the end of March, 2014 but effective the first week of January, she will move to Tayfour. Karen will become the CNE/COO and Rosemary Petrakos and Ralph Nicoletti will report to her.

Rosemary was previously the Director of Women and Children's including the NICU. She will now be responsible for Surgical, Critical Care and Women and Children's. Ralph Nicoletti was Director of D.I. and held other positions as well, and was directly involved in the medicine program. He will now be responsible for Medicine and Emergency services. He will continue to work with Claudia DenBoer Grima regarding D.I., as we have some transitional issues to deal with in that area.

There is some good news at the Met Campus. In July we put the Short Stay Medical Unit (20 bed) into operation.. We knew it was one of the final pieces in the changes we were

making in the organization. Mr. Musyj stated he would include some statistics in his January report that the organization has been collecting.

- Over the last 4 weeks there have not been any HAI's in the hospital.
- We had set a goal to get to the 50th percentile for LOS at Met. When we began, we had 40 more beds than we needed because our actual LOS was more than the expected LOS. The Utilization Committee announced for most recent quarter that we hit the 25th percentile. We currently have about 2 more beds in operation than we should have.
- For July and August, we have had a lot of discussion re: HSMR. Some of that had to do with documentation and coding. Along with better documentation and coding, there has been better communication between physician to physician and nurse to nurse. Physicians have also been doing chart reviews. The HSMR was 69 in July and 57 in August.
- We were \$16,000 ahead for O.R. supplies in the last month. Physicians realize we have to be on budget and they police themselves. By being on budget, we can re-invest into the hospital. Most recently there has been a great change and the final push was in sync with the Short Stay Medical Unit. The physicians, nurses and the Finance Dept. have worked hard.
- We are at a 71% occupancy rate for today. That has a lot to do with LOS. Dr. David Wonham has done phenomenal work and this will give us some breathing room for a while.

**ACTION: Dr. Innerd would like the Board's appreciation to be conveyed to the Physicians, Finance and Nursing staff.**

**6. TREASURER'S REPORT**

Ms. Leech highlighted the following:

- We are going on past September. Working on a budget for rest of this year - not finished yet to get us to March 2014. We are in good shape. Capital expenditure shown is just for Met Campus.

**7. REPORTS: None**

**8. CONSENT AGENDA:**

- i) **Finance/Audit & Resources – November 25, 2013**

**MOVED** by Ms. L. Leech, **SECONDED** by Mr. A. Arya and **CARRIED**

**THAT** the report of the November 25, 2013 Finance/Audit & Resources Committee meeting be accepted.

**9. NEW BUSINESS:**

None

**10. BUSINESS ARISING:**

None

11. **CORRESPONDENCE/PRINTED MATTER:**  
Media Report
12. **BOARD member Questions, Comments or Notices of Motions**  
None noted.
13. **DATE OF NEXT MEETING: Thursday, January 09, 2014 – Met Auditorium**

**Future Board Dates:**

Thursday, February 06, 2014  
Thursday, March 06, 2014  
Thursday, April 03, 2014  
Thursday, May 01, 2014  
Thursday, June 05, 2014  
Thursday, June 19, 2014 (tentative date for AGM)

14. **ADJOURNMENT:**  
There being no further business to discuss, it was

**MOVED** by Ms. L. Watts, **SECONDED** by Ms. P. Skillings and **CARRIED**  
**THAT** the December 12, 2013 Board of Directors meeting be adjourned at 1810 hours.

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Gay Wrye, Chair  
Board of Directors

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Cheryle Clark  
Recording Secretary

/cc