



**MINUTES** of the **BOARD OF DIRECTORS** meeting held on **Thursday, January 11, 2018**, 17:00 hours, Auditorium, Met Campus, 1995 Lens Avenue, Windsor, Ontario.

**PRESENT:**

Lynne Watts, Chair

Patricia France

Pam Skillings

Dr. Maureen Muldoon

Michael Lavoie

John Leontowicz

Cynthia Bissonnette

Leanne Leech

Dan Wilson

Bob Renaud

Anthony Paniccia

Lisa Landry

Dr. Gary Ing (ex-officio, non-voting)

David Musyj (ex-officio, non-voting)

Dr. Gerry Cooper (ex-officio, non-voting)

Karen McCullough (ex-officio, non-voting)

**STAFF:**

Executive Committee

**REGRETS:**

Dr. Minesh Singh (ex-officio, non-voting)

Dr. Roland Mikhail (ex-officio, non-voting)

Dr. Abdelrahman Elashaal (ex-officio, non-voting)

Dr. Laurie Freeman

Ruth Orton

Arvind Arya

**1. CALL TO ORDER :**

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

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

None noted.

**3. PREVIOUS MINUTES –December 14, 2017**

The minutes of the December 14, 2017 Board of Directors meeting had been previously distributed.

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

**THAT** the minutes from the December 14, 2017 Board of Directors meeting be approved.

The Chair thanked Ms. McCullough and Ms. Petrakos for the information session in the Command Centre.

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

Mr. Musyj highlighted the following:

- For the daily work that is currently being done on paper in the Command Centre, soon there will be an electronic version. Once you have a paper version, if you overlay that with an electronic version, it will be a success. V.P.'s and Directors meet twice a day (08:30 and 16:30) to huddle, for about 15 minutes.

- The electronic version will allow us to see how many people are in the ER, how long they have been there, and how many are in the waiting room, waiting to be seen. We operate two ER's in the Windsor system. Some people may choose to go to one location over the other. If any of the individuals are trauma patients, that scenario can add to a possible delay in the ER. We hope to be up and running with the electronic version for the public in May/June. As a result of the Command Centre, with the influenza season, we can see trends and that alone, has put us in a better position. We have opened 20 surge beds at Ouellette and will hopefully be opening more here at the Met Campus. We would like to be pro-active in creating capacity. We do not want to tell a patient to go home because we do not have a bed.
- Ms. McCullough added that even with the electronic version, the VP's will still meet twice per day for the huddle. As VP's enter the room, they will have their own information, plus that for other areas of the hospital. It's helpful for clinical and non-clinical to have that review/discussion for 15 minutes. If there is an issue, there is discussion on how we can help each other.
- Mr. Musyj stated that his report is a reflection going back to 2013, when both hospital Boards put together goals of what they wanted to achieve. He also highlighted the successes we have had in the various areas. A lot of our success to date has to do with the work we are doing in the Command Centre. Prior to 2013 and even after for a while, people were working in silos. Now, when something happens at one campus, the other is immediately notified because there could be an impact for them.
- We are realizing a downward trend at both campuses for the numbers/results associated with the Patient Harm Index. In the last two weeks, Met had zero patients harmed and Ouellette followed the next week with zero patients harmed. When you reduce your occupancy, you reduce your harm.
- Mr. Musyj stated that Ken Deane and he still communicate. He had shared a draft of his report with Mr. Deane. We are on a journey to get better and better.
- We are entering the Influenza season, but this year we are in a better position as previously noted. The number of confirmed cases is up though, and it is also affecting our staff. When you have 2, 3, or 4 patients in a room, it is hard to stop things from spreading. We had an outbreak on the 7th floor at Ouellette and hopefully it will be over tomorrow and we also had one on the 6<sup>th</sup> floor. We have tried to be reasonable with visitation. Overall, everyone is working hard but last weekend was bad and many staff called in sick.

## **5. UPDATE – SCHULICH SCHOOL OF MEDICINE & DENTISTRY:**

Dr. Cooper did not submit a written report for January.

- The Chair congratulated Dr. Cooper on his upcoming retirement.
- Dr. Cooper stated that since Schulich was closed over the holidays, there was not much to report. Tonight is the exam for the third year clerks who spend the entire year working in a clinical setting. They are on the road for the year doing clinical electives. They come back in January for the exam, which covers all the clinical information they have garnered over the past year. They then start going around the country interviewing for residency spots. It is a busy time.

- Dr. Cooper said that now that the notice has been released on his impending retirement, the school is gearing up for his successor.
- On March 19, the Schulich campus in Windsor turns 10 years old. There will be a big celebration in the Augustus Ballroom and the event will be opened up to the community.
- The Schulich building is adjacent to the Faculty of Nursing. We often discuss how we can get our physicians and nursing staff together but we would like to also include many other disciplines. On March 26, there will be an inter-professional event which will include Schulich, nursing, human kinetics, and hopefully some from St. Clair College.

## **6. TREASURER’S REPORT & FINANCIAL SUMMARY:**

Ms. Leech referred to the summary and highlighted the following:

- The report is for the period ending November 30, 2017.
- The hospital still operating at a deficit; \$7.2 million, and we forecasted \$5.4 million

Year to Date Results:

- Negative Hospital Margin is \$6.029 million.
- Deficit from Hospital operations is \$7.295 million.
- The bottom line deficit is \$8.373 million.

One Time Events:

- WRH received new annualized funding of \$2.1 million in November but had a \$1.4 expense for part/time union vacation

Revenue:

- There is a YTD positive variance of \$865,000.

Expenses:

- Salaries are \$2 million (1.3%) over budget.
- Benefits are \$726,000 under budget.
- Med staff fees are \$503,000 favourable to budget.
- Drugs are \$594,000 unfavourable to budget.
- Med surg supplies unfavourable by \$455,000.
- Other supplies & expenses are \$963,000 unfavourable.
- The hospital is under budget for total weighted cases at both campuses.
- The LOS “YTD Actual” is less than the target, which is positive news.

## **7. CONSENT AGENDA:**

### **Finance/Audit & Resources – December 18, 2017**

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

**THAT** the report from the December 18, 2017 Finance/Audit & Resources Committee meeting be accepted.

## **8. NEW BUSINESS: None**

**9. BUSINESS ARISING: None**

**10. CORRESPONDENCE/PRINTED MATTER:**

- i) Media Report
- ii) “The Standard” – no report submitted for January

**11. BOARD member Questions, Comments or Notices of Motions: None**

**12. DATE OF NEXT MEETING:**

**Thursday, February 01, 2018, Met Auditorium**

**13. ADJOURNMENT:**

There being no further business to discuss, it was

**MOVED** by Mr. M. Lavoie, **SECONDED** by Ms. P. France and **CARRIED**  
**THAT** the January 11, 2018 Board of Directors meeting be adjourned at 17:46 hours.

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Lynne Watts, Chair  
Board of Directors

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Cheryle Clark  
Recording Secretary

/cc