



**MINUTES** of the **BOARD OF DIRECTORS** meeting held on **Thursday, September 06, 2018**, 17:00 hours, Auditorium, Met Campus, 1995 Lens Avenue, Windsor, Ontario.

**PRESENT:**

Dan Wilson, Chair	Lynne Watts	
Arvind Arya	Leanne Leech	Dr. Gary Ing (ex-officio, non-voting)
Cynthia Bissonnette		David Musyj (ex-officio, non-voting)
Michael Lavoie	Genevieve Isshak	
Penny Allen	John Leontowicz	Karen McCullough (ex-officio, non-voting)
Paul Lachance	Patricia France	Dr. Joslyn Warwaruk (ex-officio, non-voting)
Pam Skillings	Dr. Maureen Muldoon	Dr. Anil Dhar (ex-officio, non-voting)

**STAFF:**

Executive Committee

**REGRETS:**

Anthony Paniccia      Dr. Laurie Freeman      Dr. Abdelrahman Elashaal (ex-officio, non-voting)

**1. CALL TO ORDER :**

The meeting was called to order at 17:05 hours with Mr. Wilson presiding as Chair, and Ms. Clark recording the minutes.

Mr. Wilson welcomed back everyone from the summer break. He welcomed our three new Board members, Genevieve Isshak, Paul Lachance and Penny Allen, to their first official Board meeting. We had an orientation on August 01, which went well. The three new Board members will also be travelling to OHA in Toronto for more formal training in October.

Mr. Wilson noted that Dr. Larry Jacobs would be coming on the Board due to his new appointment as Associate Dean. He will be joining us at the October Board meeting.

Mr. Wilson stated he received an e-mail today from Lisa Landry, who was resigning from the Board due to extra responsibilities in her current job. Her increased responsibilities factored greatly into her decision, which was a difficult one to make. She thanked everyone and said she was proud to have been a Board WRH member.

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

None noted.

**3. PREVIOUS MINUTES – June 07 & 21, August 17, 2018**

The minutes of the June 07, June 21 & August 17, 2018 Board of Directors meetings had been previously distributed.

**MOVED** by Ms. L. Watts, **SECONDED** by Ms. C. Bissonnette and **CARRIED** **THAT** the minutes from the June 07, June 21 & August 17, 2018 Board of Directors meetings be approved.

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

Mr. Musyj welcomed everyone back from the summer break. Highlights of his report are reflected below.

- Mr. Musyj spoke about the resignation of Lisa Landry. She works in the U.S. and her job has made it difficult sometimes to get here for Board meetings. She will be missed.
- He stated that we track daily, the Patient Harm Index. We recently celebrated our 6<sup>th</sup> event of zero harm in the last 12 months. The zero occurred at the Ouellette Campus. We celebrated with an ice cream social at both campuses, which has proven to be very popular with staff.
- WRH has launched a new ED wait time predict, aptly named **prEDict**. That is now operational. It lets patients know how long they can expect to wait in the ED at either campus before seeing a physician or nurse practitioner. If you go on the hospital website, you can track the wait time at both campuses, how many are registered and waiting in the ED, how many are currently being seen, when it is expected to be the busiest over the next six hour period and a list of alternatives to consider in a non-life threatening situation. One of our goals was to have the general public see what we see.
- In the next 3 to 4 weeks, our Command Centres at Met and Ouellette will be totally electronic. It is not an off the shelf program we can buy, and this is a little more complicated and quite unique. A hospital from Maryland wants to come up and visit our Command Centres to see how they are run.
- The Optimization Review is wrapping up soon and it seems to be going positively.
- City Council supported a zoning change for the new hospital over the summer. An appeal period will take place in the near future. The new government is still in their transition phase. They can talk to us, but cannot reveal any details. This is a massive transition from the previous government that had been in place for a long time.
- We are awaiting the official word from the government on the capital process. Once they can respond, they will.

#### **5. FINANCIAL PRESENTATION & TREASURER'S REPORT:**

Mr. Lavoie reported. Highlights of his submitted reported are reflected below:

- This is for the period ending July 31.
- We received the remainder of our funding at the end of August so now have 100% of our funding from the Ministry.
- We are \$2.1 million ahead of where we anticipated we would be in revenue.
- But we are a bit over our budget in salaries and wages.
- There is a negative hospital margin of 6.5 million.
- The deficit form hospital operations is \$7.1 million
- The bottom line deficit is \$7.7 million.

### Revenue

- There is a year to date positive variance of \$2.187K.
- Drug revenues are exceeding the budget by \$1.180K.
- Base and one time revenue is \$166K above budget.
- Patient services revenue is \$147K favourable.
- Reserves have been taken for volume based revenue streams which are forecasted to not reach budgeted volumes.

### Base and One time Revenue Reserves

- CCO funded QBP's (endo) - \$147K
- Global QBP's - \$42K
- Cardiac services - \$68K
- Neurosciences – coil embolization - \$85K

### Expenses

- Salaries – 1.8% over budget
- Benefits – 1.9% over budget
- Medical staff fees - \$57K unfavourable to budget
- Drugs - \$1.725K unfavourable to budget
- Med Surg supplies - \$463K unfavourable
- Other supplies and expenses - \$438K unfavourable

### Patient Volume

- Weighted cases at Met & Ouellette are favourable to budget.
- Acute patient days at Met are down but slightly up at Ouellette.
- ED is still strong but slightly below last year for both Met and Ouellette.

### Patient Access

- Mr. Lavoie compared the YTD target vs actual for Acute LOS at Met and Ouellette as well as the Adolescent psych LOS at Met and Adult psych LOS at Ouellette

### Organizational Health

- Mr. Lavoie spoke about sick time and overtime at Met and Ouellette

## **6. CONSENT AGENDA:**

**MOVED** by Mr. M. Lavoie, **SECONDED** by Ms. L. Leech and **CARRIED**

**THAT** the reports of the June 25 & August 27, 2018 Finance/Audit & Resources Committee meetings be accepted.

## **7. NEW BUSINESS:**

- **2018/19 Board of Directors Agreement to Serve:**

Mr. Wilson asked that the Board members sign it and return to Cheryle at this meeting.

- **OHA Board Self –Assessment:**

Mr. Wilson spoke about the annual self-assessment that will be forwarded soon to the Board members. He urged everyone to participate. He also stated that the self-assessment would not be sent to the three new Board members or Dr. Larry Jacobs this year, as they were all new in their positions.

- **Board/MAC/EC Retreat – September 20, 2018:**

Mr. Wilson reminded everyone of the upcoming retreat scheduled for September 20 from 0830 to 1600.

**8. BUSINESS ARISING:**

- **Invitation from HDGH for October 26, 2018:**

Mr. Wilson referred to the letter from HDGH that had originally been distributed at the June meeting. He asked that Board members rsvp to Cheryle as soon as they could.

**9. CORRESPONDENCE/PRINTED MATTER:**

- Media Report
- The Standard – Fall Edition
- 180817 memo re: secondary plan & zooming by-law

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

**Thursday, October 04, 2018, Met Auditorium**

**BOARD GROUP PHOTO – Administration Conference Room #1 – between open & in-camera meetings**

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

None.

**12. ADJOURNMENT:**

There being no further business to discuss, it was

**MOVED** by Mr. J. Leontowicz, **SECONDED** by Ms. P. Skillings and **CARRIED THAT** the September 06, 2018 Board of Directors meeting be adjourned at 1726 hours.

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Dan Wilson, Chair  
Board of Directors

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Cheryle Clark  
Recording Secretary

/cc