

**BOARD OF DIRECTORS**

**OCTOBER 2, 2013**

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**NORFOLK GENERAL HOSPITAL**

**BOARD OF DIRECTORS**

A meeting of the Board of Directors was held on Wednesday, October 2, 2013 at 1730 hours in the Board Room of the Norfolk General Hospital.

**PRESENT:** B. Snowden; Chair; P. Hellyer; J. Guilmette; J. Loncke T. White; D. Archibald; J. Barth; M. Robinson; P. Maletta; V. Pepper; M. Dawson; R. Duwyn; Dr. N. Gabel; Dr. J. Thorpe; Dr. S. Graham; M. Peever; T. Thomson; G. Johnson; K. Isfan; J. Van Den Heuvel; G. Sinnesael.

1. **CALL TO ORDER**

The Chair called the meeting to order at 1730 hours. Dr. S. Graham, President of the Medical Staff; G. Johnson, Vice-President of Patient Care and J. Van Den Heuvel, Communications Specialist were welcomed to the Board of Directors.

2. **PRAYER**

B. Snowden led the meeting in prayer.

3. **APPROVAL OF AGENDA**

It was,                **MOVED BY:**                P. Maletta  
                             **SECONDED BY:**       J. Barth  
to approve the agenda as circulated.  
                             **CARRIED**

4. **MATTERS FOR DECISION/STRATEGIC MATTERS FOR DISCUSSION**

4.1 **Strategic Plan**

K. Isfan thanked the board members for coming to the Strategic Planning session in September. She noted there have been some changes to the document since that session.

It was suggested to change the short forms/acronyms to the full form first and then use the variation, as well as doing some word smithing to the document.

It was,                **MOVED BY:**                M. Robinson  
                             **SECONDED BY:**       D. Archibald  
to accept the Strategic Plan.  
                             **CARRIED**

K. Isfan stated she intends to bring the Board up to date every quarter as to what has been accomplished.

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4.2 Chief of Staff Report

Dr. N. Gabel reviewed her report as attached to the agenda.

4.3 Departmental Chiefs, Medical Staff Officers

Dr. Gabel reviewed the changes to the medical staff officers and department chiefs, as attached to the agenda.

It was,                    MOVED BY:            M. Robinson  
                                  SECONDED BY:        V. Pepper  
to approve the Department Chiefs, Medical Staff Officers.  
                                  CARRIED

4.4 Schedule G Declaration of Compliance

T. Thomson indicated this relates to the Accountability Agreement with Holmes House, and confirms that we are compliant with the articles listed in the Agreement.

It was,                    MOVED BY:            J. Guilmette  
                                  SECONDED BY:        D. Archibald  
that the Chair of the Norfolk General Hospital Board of Directors sign the Schedule G Declaration of Compliance for April 1, 2013 to September 30, 2013.  
                                  CARRIED

4.5 Financial Statements for the Period Ending August 31, 2013

T. Thomson reviewed the Financial Statements for the period ending August 31, 2013, as attached to the agenda.

It was,                    MOVED BY:            D. Archibald  
                                  SECONDED BY:        J. Guilmette  
to approve the financial statements for the period ending August 31, 2013.  
                                  CARRIED

4.6 Balanced Budget Plan Status Update

T. Thomson reviewed the Plan, as attached to the agenda. He noted where the changes were from the last time an update was given.

5. MATTERS FOR DISCUSSION

5.1 MORE OB & ED Wait Time Presentation

- G. Johnson distributed and reviewed copies of an ED Wait Time presentation. She indicated that we have received funding to hire another Physician Assistant (PA) when the other PA returns from maternity leave. The PA positions are funded 50% from the MOH and 50% from our Alternate Funding Agreement.

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There was a discussion around patients leaving before they are seen at triage. K. Isfan indicated there is room to improve on the confusion of coming into the ED – where is triage, registration, etc.

- We have been successful in obtaining funding for the Managing Obstetrical Risk Efficiently (MORE<sup>OB</sup>) program for the next 3 years. This program integrates professional practice standards and guidelines with current and evolving safety concepts, principles and tools. This is a very positive program and is starting as we speak.

5.2 President & CEO Report

K. Isfan reviewed her report as attached to the agenda.

6. CONSENT AGENDA

6.1 Approval of Board Minutes – June 5, 2013

6.2 Volunteer Association Report

6.3 Governance Committee – September 18, 2013

6.4 Quality Committee – September 20, 2013

It was,

MOVED BY: M. Robinson

SECONDED BY: D. Archibald

to accept the reports.

CARRIED

7. ADJOURNMENT TO IN-CAMERA

The meeting adjourned to In-Camera at 1840 hours.

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B. Snowden, Chair

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K. Isfan, Secretary