

NORFOLK GENERAL HOSPITAL

BOARD OF DIRECTORS

A meeting of the Board of Directors was held on Wednesday, October 3, 2012 at 1730 hours in the Board Room of the Norfolk General Hospital.

PRESENT: P. Hellyer, Chair; B. Snowden; J. Loncke; T. White; D. Archibald;  
G. Appleton; J. Barth; M. Robinson; P. Maletta; M. Peever; T. Thomson;  
B. DeRonde; K. Isfan; G. Sinnesael.

REGRETS: J. Guilmette; V. Pepper; D. Leaker; Dr. A. Weeks; Dr. J. Thorpe;  
Dr. P. Rich.

1. CALL TO ORDER

The Chair called the meeting to order at 1730 hours.

2. PRAYER

P. Hellyer led the meeting in prayer.

3. APPROVAL OF AGENDA

The agenda was approved as distributed.

4. PRESENTATIONS

4.1 Communication Plan

Kelly provided a presentation on the NGH Communications Strategy and who the members of the Communication Team are. The next steps for the Team are to work on a twelve month plan. A copy of the presentation will be emailed to the board members as requested.

4.2 O.H.A. Conference Attended

Mary reviewed her experience at the O.H.A. conferences that she recently attended, as attached to the agenda. She has a manual from the conference if anyone is interested in borrowing it.

There was a discussion on parking lot conversations. Kelly indicated that at other hospitals she has worked at, they have had mentors for the new board members. Kelly encouraged all Board members to contact someone from senior administration if they have a question.

5. MATTERS FOR DECISION/STRATEGIC MATTERS FOR DISCUSSION

5.1 Chief of Staff Selection

Kelly stated that Dr. Weeks, Chief of staff is intending to step down as Chief of Staff, and there is a process that we have to follow in our by-laws to replace this position.

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Peter explained that this is an important but not easy position to fill. He asked for volunteers from the Board to sit on the selection committee. Marlene volunteered, and Peter indicated that he will be the Director.

5.2 Financial Statements for the Period Ending August 31, 2012

Tom reviewed the financial statements.

It was,                      MOVED BY:              B. Snowden

                                    SECONDED BY:        M. Robinson

to approve the financial statements for the period Ending August 31, 2012.

CARRIED

5.3 Deficit Mitigation Plan Update

Tom stated our plan was a two year plan to eliminate a \$1.2M deficit. He reviewed where we are at with the plan, and noted that sick and overtime costs have increased. If these increased costs do not go back down, \$179,000 of the plan will not be achieved. There was a discussion around what we are going to do in year 2 that will help eliminate the deficit.

Tom stated the LHIN has recognized that we are efficient and we are the most efficient hospital in our LHIN.

5.4 Schedule G Declaration of Compliance

Tom stated that this relates to the Accountability Agreement with Holmes House, and indicates that we have complied with the articles listed in the Agreement.

It was,                      MOVED BY:              B. Snowden

                                    SECONDED BY:        J. Loncke

that the Chair of the Norfolk General Hospital Board sign the Schedule G Declaration of Compliance for April 1, 2012 to September 30, 2012.

CARRIED

5.5 Mission and Values

Peter noted that the Mission has been approved by the Board but not the Values. He asked if there were any questions and/or comments.

It was,                      MOVED BY:              J. Barth

                                    SECONDED BY:        D. Archibald

to approve the Values, as attached to the agenda.

CARRIED

5.6 To Merge the Finance and Audit Committees

Tom indicated that at one time the two committees were one until a few years ago. By joining the two committees again under the Finance Committee, the Finance Committee would carry out the functions of the Audit Committee.

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It was,                      MOVED BY:              B. Snowden  
                                    SECONDED BY:         G. Appleton  
to merge the Finance and Audit Committees.  
                                    CARRIED

6.    **MATTERS FOR DISCUSSION**

6.1    **President & CEO Report**

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

It was,                      MOVED BY:              B. Snowden  
                                    SECONDED BY:         J. Loncke  
to accept the report of the President.  
                                    CARRIED

6.2    **Vice-President Patient Care Report**

B. DeRonde reviewed her report as attached to the agenda.

Bettyann also reported that on Monday we declared an outbreak of C-Difficile in the hospital. There was a discussion on where orthopedic surgery candidates would go.

It was,                      MOVED BY:              B. Snowden  
                                    SECONDED BY:         M. Robinson  
to accept the report of the Vice-President of Patient Care.  
                                    CARRIED

7.    **CONSENT AGENDA**

- 7.1 Approval of Board Minutes – June 6; June 19 and July 31, 2012
- 7.2 Strategic Planning Committee Minutes – June 5, 2012
- 7.3 Governance Committee – September 19, 2012
- 7.4 Quality Committee – September 21, 2012
- 7.5 Finance Committee – September 26, 2012
- 7.6 Volunteer Association Report

It was,                      MOVED BY:              M. Robinson  
                                    SECONDED BY:         G. Appleton  
to accept the reports.              CARRIED

8.    **ADJOURNMENT TO IN-CAMERA**

The meeting adjourned to In-Camera at 1836 hours.