

Listowel Wingham Hospitals Alliance Board of Directors Meeting

Wednesday, November 25, 2020

Wingham and District Hospital, Listowel Memorial Hospital,
WebEx

PRESENT:	Hugh Clugston, Chair (W)	Lee Anderson (L)	STAFF	Cherie Dolmage (W)
	Bert Johnson (L)	Dr. T. Suggitt (V)		Barb Major-McEwan W
	Jes Weber (L)	Doug Miller (W)		Sandra Albrecht (L)
	Krishna Beharry (V)	Penny Mulvey (W)		Kayla Black (L)
	Rick Boisvert (V)	Sharon Skinn (W)		Meghan Martin (W)
	Kelly Finlayson (W)	Karl Ellis (W)		
	Dale Gilchrist (L)			
	Dr. G. Antoniadis (W)		PATIENT REP	Rosemary Rognvaldson (L)
ABSENT:	Dr. D. Gateman	Dr. S. Vander Klippe	GUESTS:	
	Conor O'Keefe			
REGRETS:	Debbie Miller		REGRETS:	

1. CALL TO ORDER and WELCOME

Chair H. Clugston called the meeting to order at 1828 hours.

2. APPROVAL OF AGENDA AND CONSENT AGENDA

Moved by: Doug Miller

Seconded by: Penny Mulvey

THAT the LWHA Board of Directors approves the Agenda for Wednesday, November 25th, 2020 and the following Consent Agenda reports be received as circulated

- Board of Directors Meeting Minutes of October 28th, 2020
- WDH Foundation
- LMH Foundation
- CEO Management Policy
- Cheque Signing Policy

MOTION: CARRIED

H. Clugston congratulated K. Ellis on ten years of service and presented him with a card of appreciation on behalf of the LWHA Board of Directors and organization.

H. Clugston wished the Board a Merry Christmas and a Happy New Year.

3. DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interested declared.

4. BOARD EDUCATION – Privacy, Confidentiality and Conflict of Interest – B. Major-McEwan

- B. Major-McEwan explained the importance of privacy, how it relates to patient care and its legislation (PHIPA).

- Confidentiality is a component of Privacy, and would pertain to such governance topics as disclosure of personal or financial information relating to employees, acquisition or disposal of real estate, decisions around professional staff, and litigation affecting the hospital.
- Adding confidential items to the agenda is formalized within the In Camera meeting. Separate minutes are recorded.
- During a meeting, if a confidential item was brought forward, the Board could adjust the meeting structure to move In Camera for discussion, or alternatively choose to defer.
- Personal Health Information includes health card number, tests, physical or mental health, family health history, for example.
- Privacy breaches include a client's information that is faxed to incorrect recipients. These breaches are tracked in RL6.
- Consent around the use of picture and audios are expected. Education / research processes are in place. Discussing client information in lunch room is prohibited.
- Reports submitted at the time of the breach to the Information and Privacy Commissioner of Ontario. Additionally, annual reports are completed through RL6 in February.
- H. Clugston asked what the IPC does with the report. B. Major-McEwan explained that they follow up and provide recommendations.
- The Board captures any Conflict of Interest on monthly agendas, but these can be brought forward during the meeting.
- Staff sign a confidentiality agreement. When staff intentionally breach privacy, it could be grounds for dismissal.

5. NEW BUSINESS / DECISIONS AND REPORTS

5.1 Chief Nursing Executive Report – K. Finlayson

- K. Finlayson outlined the changes that are being implemented within the clinical structure. This includes adding to corporate accountabilities to clinical leaders' portfolios and providing management opportunities to leaders. This information has not yet been communicated within the organization. A formal organizational structure will be presented to the Board in January.
- S. DiGiovanni, K. Ellis and K. Finlayson met with Tom McHugh (LHSC Regional VP of Cancer Care Ontario) for a discussion and tour of the Oncology program.
- P. Daugherty has continued to offer flu shots to staff.

5.2 Chief Executive Officer Report – K. Ellis

- K. Ellis provided an overview of current COVID-19 activity. University Hospital in London has closed four floors to admissions due to an outbreak, impacting the region. Locally, cases have increased. Huron Perth Public Health has issued a statement regarding compliance among the Mennonite and Amish communities. LMH has two positive inpatients. WDH admitted two COVID-negative patients from Cedarcroft; LMH admitted patients from Stratford in an effort to assist with the Cedarcroft outbreak.
- The Fisher Family Primary Care Centre is at capacity; expansion discussions underway.
- The Ontario Health Team continues to move forward and is collaborating on Infection Prevention and Control.
- K. Ellis acknowledged the passing of Bruce Quigley, CEO at AMGH. LWHA has offered sympathy and support.
- Dr. G. Antoniadis questioned whether individual hospitals had the right to restrict visitors at this time. K. Finlayson confirmed that this was possible at the individual hospital level, and discussions are taking place this week to align with other hospitals in accordance with the

Orange status of the provincial framework.

- In response to Dr. Antoniadis' request, K. Finlayson clarified that restrictions will consider the possibility of only allowing one caregiver per patient for the duration of the stay, and Dr. Suggitt and Dr. Antoniadis will be consulted with as restrictions are determined and communicated.
- R. Boisvert asked whether staff are reviewing risk management activities. C. Dolmage explained that there is a specialized risk assessment related to COVID, which is reflected in the visiting policy, room capacity restrictions, pre-screening expectations, and is posted online.
- Dr. Suggitt advocated that visitors are different than family or caregivers (as caregivers should be considered an integral component of patient care).

6. BOARD RECOGNITION OF QUALITY IMPROVEMENT

7. CORRESPONDENCE

- OHA Letter to Min Phillips

8. COMMUNICATION REQUIRED FOLLOWING BOARD MEETING

- A summary of this meeting will be distributed.
- K. Ellis will respond to the Eaton Family.
- Visiting policy will be updated.

9. DATE OF NEXT MEETING

- Wednesday, January 27, 2021
- Wingham and District Hospital, Listowel Memorial Hospital, WebEx
- 1700 Hours

10. MEETING EFFECTIVENESS EVALUATION

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11. ADJOURNMENT

Moved by: Rick Boisvert

Seconded by: Dale Gilchrist

THAT there being no further business the LWHA Board of Directors meeting be adjourned at 1919 hours.

12. CLOSED IN CAMERA SESSION

The in-camera minutes are under separate cover.

Moved by: Sharon Skinn

Seconded by: Penny Mulvey

THAT the LWHA Board of Directors meeting move to 'In-Camera' session and that staff remain.

MOTION: CARRIED

H. Clugston, Chair

Karl Ellis, Secretary