

**SOUTH HURON HOSPITAL ASSOCIATION**  
**MINUTES OF BOARD OF GOVERNORS MEETING**  
**Thursday, May 11, 2017**  
**Boardroom B110 at 1730 hours**

---

**Present:** Christina Godbolt, *Chair*      Rob Morley      Brad Sheeler  
                 Roberta Teahen      Aileen Knip      Drew Robertson  
                 Karen Brown      Ellen Shapiro  
                 Shelley Bourne      Gina Taylor, *Ex Officio*  
                 Todd Stepanuik, *Ex Officio*      Dr. Ken Milne, *Ex Officio (t/c)*

**Regrets:** Kay Wise  
                 John McNeilly

**Invited**

**Guests:** Darlene Borland      Pat O'Rourke      Katie Willert (*recorder*)  
                 Bill Brintnell      Heather Klopp

---

1. Call to Order and Welcome  
C. Godbolt, Chair, called the meeting to order at 1732 hours.
2. Guests
3. Declaration of Conflict  
Members were asked to voice any declarations of conflict. There being no further declaration; the meeting continued. Should an unanticipated conflict arise during the course of this meeting, members are asked to notify the Chair immediately.
4. Approval of Agenda/Consent Items

Request to add Executive Compensation Framework as 7.2 under Strategic Matters.

**Moved by:**      **Karen Brown**

**Seconded by:** **Aileen Knip**

**Motion:**      **To approve the May 11, 2017 agenda as amended. Carried.**

Consent Items

Request to remove the following items from the consent agenda and add to the June agenda:

- 4.3 Board Quality, Utilization & Risk Committee minutes (May 3/17)
- 4.4 Executive, Governance & Planning Committee minutes (May 4/17)



- 4.5 Medical Advisory Committee minutes (Apr. 13/17)

Having heard no other objections, these items, motions and recommendations are considered adopted.

**Moved by:** *Aileen Knip*

**Seconded by:** *Roberta Teahen*

**Motion:** *To approve the May 11, 2017 consent items as amended.*

## 5. Opening Remarks from Board Chair

Members attended the Rural and Northern Governance Workshop via webcast on May 10<sup>th</sup>. Material will be forwarded to all Board members.

Next Board meeting will be on June 1<sup>st</sup> in Strathroy. Meeting will begin as a joint meeting with the Middlesex Hospital Alliance Board to discuss Accreditation for trustees followed by a meeting of the SHHA Board of Directors.

An ad hoc committee has been established by the Board Chair comprising of the following:

- Christina Goldbolt, Board Chair
- John McNeilly, Board Member
- Brad Sheeler, Board Member
- Karen Brown, Board Member
- Todd Stepanuik, Hospital President & CEO
- Darlene Borland, Hospital Chief Financial Officer

The Committee will meet to review the draft March 31, 2017 audited financial statements prior to the June 1<sup>st</sup> Board meeting and Annual General Meeting June 8<sup>th</sup>.

A reminder the SHHF Gala is June 2<sup>nd</sup>.

## 6. SHHA Financial Update

### 6.1 Financial Report

D. Borland provided and reviewed the financial report for the period ending March 31, 2017.

Discussion ensued:

- Deficit of \$184 000 which is ahead of the budgeted deficit of \$322 000. Current ratio 1.11% which is within the acceptable range in our contract with the LHIN. Members applauded the efforts of the management team.
- Factors include investment income and cost control on premium compensation. The Hospital continues to head in the right direction with cost containment and making sustainable changes.



- Auditors were on site this week and no concerns or issues were noted.
- Question asked regarding the variance on amortization – The operating budget included the capital budget which was approved based on securing funding. Funding was not secured on all of the budgeted items.
- Question: What materiality level is used in the audit? The materiality for SHHA is set at \$95,000.

**Moved by: Brad Sheeler**

**Seconded by: Rob Morley**

**Motion: To accept the financial report for the period ended March 31, 2017 as presented. Carried.**

## 6.2 2017/18 Capital Update

The Hospital has been working with the Foundation to finalize the 2017/18 capital list. The Foundation, at their May meeting, rendered a decision to approve all capital requests from the Hospital for 2017/18.

T. Stepanuik expressed thanks yet again on behalf of the Hospital and our patients (who are the recipients) for the Foundation’s continued commitment to the Hospital, appreciating the increased dependence the Hospital has on the Foundation.

## 6.3 Compliance Statement

Compliance Statement dated May 5, 2017 was included in the agenda package.

## 7. Strategic Matters

### 7.1 Health Hubs - Update from meeting with J. Whaley

Board members attended a meeting on April 19<sup>th</sup> with Jim Whaley. Meeting notes were included in the agenda package.

Discussion ensued:

- Members were provided with an overview of the rural health hub concept followed by a discussion of what the next steps may be for the Hospital.
- There are many things the Hospital is currently doing that fit into this model (OTN, conversations with external partners regarding initiatives related to things such as mental health).
- Further discussion to be held after the June Board meeting.

### 7.2 Executive Compensation Framework

In order to be compliant with the Ontario Regulation 304/16 “Executive Compensation Framework”, SHHA rendered a decision to utilize an external consultant to develop a Hospital Executive Compensation Framework.



An RPF has therefore been issued and the Board Chairs from each site will be meeting to interview potential vendors in the next few weeks.

**Motion by:** *Karen Brown*

**Seconded by:** *Shelley Bourne*

**Motion:** *To authorize the SHHA Board Chair to negotiate on behalf of SHHA Board of Directors the selection of a vendor with regard to the Executive Compensation Framework RFP, in collaboration with the Middlesex Hospital Alliance and Norfolk General Hospital.*

**Motion by:** *Drew Robertson*

**Seconded by:** *Aileen Knip*

**Motion:** *To recommend that the SHHA Board of Directors hereby authorize the Executive, Resources and Planning Committee to have accountability and oversight of the Executive Compensation Framework.*

8. President & CEO Report

President & CEO Report authored by T. Stepanuik was included in board package.

8.1 Briefing Note: Legislation – Bill 127 (Stronger Healthier Ontario Act)

Briefing Note authored by T. Stepanuik was included in the agenda package.

**Moved by:** *Aileen Knip*

**Seconded by:** *Brad Sheeler*

**Motion:** *To accept the President & Chief Executive Officer report as presented. Carried.*

9. Business Carried Forward

No business carried forward.

10. New Business

10.1 Update to Board Service Award Policy

The Board Service Award Program has been updated and was included in the agenda package.

**Moved by:** *Rob Morley*

**Seconded by:** *Karen Brown*

**Motion:** *To approve the updated Board Service Award Program policy 02-027 as amended. Carried.*

10.2 Briefing Note: Provincial Budget

Briefing Note authored by T. Stepanuik was included in the agenda package.



Discussion ensued:

- On April 27, provincial budget released which provides an increase for Ontario's Hospitals.
- SHHA received 2% base funding increase. Individual hospital allocations note yet know. For 2017/18, SHHA assumed a 1% base funding increase.
- Small Rural Northern Transformation Fund (SRN) also to continue.
- SHHA will continue to drive the Performance Improvement Plan and an update will be provided to the Board in September.

11. Other Business

No other business.

12. Correspondence & Announcements

Various Hospital correspondence and announcements were included in the agenda package.

13. In-Camera Session

*Moved by: Brad Sheeler*

*Seconded by: Aileen Knip*

*Motion: To move to in-camera session at 1812. Carried.*

*All guests were excused and left at 1812.*

*President & CEO & Administrative Assistant remained.*

*President & CEO left at 1828*

*Moved by: Karen Brown*

*Seconded by: Aileen Knip*

*Motion: To accept the in-camera report and proceed as directed and approve the recommendations of the Medical Advisory Committee for approval of the following applications for re-appointment to the Medical Staff 2017/18:*

*Active*

*Dr. Mario Bueno*

*Dr. Peyvand Ashtarani*

*Dr. Emily Kelly*

*Dr. Craig McLean (change in category from Courtesy to Active)*

*Dr. Ken Milne*

*Dr. Sean Ryan*

*Dr. Jerry Jadd*

*Dr. Krista Fatum*

*Dr. Nicola McLean*



*Dr. William O'Connor  
Dr. Nelson Chan  
Dr. Jaime Pereira*

*Courtesy*

*Dr. Essie Mwamwenda-Heinrich  
Dr. Allison Henderson  
Dr. Garrett Mosey*

*Consulting*

*Jeff Walker  
Dr. Lori Teeple (change in category from Courtesy to Consulting)  
Dr. Carolina Montiveros  
Dr. Majed Fiaani  
Dr. Patricia Nascu  
Dr. William Pavlosky  
Dr. Jessica Howard  
Dr. Michael Roth  
Dr. Jacqueline Wood  
Dr. Brian Lyttle  
Dr. Roman Kozak  
Dr. Zahra Kassam  
Dr. Andrew Lu  
Dr. Laudelino Lopes  
Dr. Ashley Mercado  
Dr. Giulio Muscedere  
Dr. Said Osman  
Dr. Pavlo Ohorodnyk  
Dr. Stephan Potoczny  
Dr. John Rogers  
Dr. Walter Romano  
Dr. Anil Shastry  
Dr. Olga Shmuilovich  
Dr. Donald Taves*

*Nurse Practitioners*

*Sherri Hayter  
Angela Mawji  
Janice Hayter Oke*

*Carried.*

15. Next Meeting  
June 1, 2017 in Strathroy



16. Adjournment

**Moved by:** *Roberta Teahen*

**Seconded by:** *Shelley Bourne*

**Motion:** *To adjourn open session at 1904. Carried.*



Christina Godbolt,  
Board Chair



Todd Stepanuik,  
President & Chief Executive Officer