

DR. RUSSELL M. HALL FAMILY HEALTH CENTRE

Board of Management Meeting

Held

Monday April 24, 2006

At 7:00 p.m.

MINUTES

1. Call to Order:

Meeting was called to order at 7:10 p.m. by Lou Ferraro

Attendance: Lou Ferraro, Betteanne Cadman, Linda Pearce, Neil Dolson, Arend Tenhove, Wayne Graham, Jonathan Scott, Kathy Mitchell

Regrets: Susan Hampson, Douglas Buck, Louise Major, Julie Couwenberg

2. Approval of Agenda:

MOTION to approve agenda

MOVED by Jonathan Scott

SECONDED by Wayne Graham

CARRIED

3. Approval of Minutes of Monday March 20, 2006

MOTION to approve minutes of Monday March 20, 2006

MOVED by Wayne Graham

SECONDED by Linda Pearce

4. Correspondence, if any

- Thank you letters were sent out to Mr. Khanna and Mr. Nijjar (owner and manager of the Esso Station on Highway 59) for their generous donation of a box full of new children's books for the waiting area.
- No correspondence received.

5. Physician Recruitment

- Douglas Buck has updated the Medical Centre web site indicating physician recruitment
- Douglas Buck has been in contact with a specialist from London who has expressed interest in providing care for pediatric patients on a part-time basis. A tour of the Medical Centre is to be arranged in the near future.
- Kathy Mitchell has updated the Ministry of Health & Long Term Care as to the number of physician's needed to provide care to residents of Norwich Township. Dr Sackrider and Dr. Yu have been removed as Medical Centre physicians and Dr. Wendling has been added.
- Linda Pearce will research incentives for physicians in the Woodstock area.

- Kathy Mitchell will send a letter to Dr. Elbardisy offering a position at the Medical Centre upon completion of his final licensure exams.
- A mutual decision was reached by the board to offer our existing physicians an incentive to recruit physicians.
- A mutual decision was made by the board to not enter into contract with a recruiting company at this time.
- Kathy Mitchell will conduct a follow up with Dr. Hofer in the USA.
- Neil Dolson will research the possibility of visiting Dr. Hofer.

MOTION to approve locum remuneration offering of five hundred dollars per day or a seventy / thirty split.

MOVED by Jonathan Scott

SECONDED by Arend Tenhove

CARRIED

6. Financial Statements

Financial Statements for the period ending February 28, 2006.

MOTION to approve financial statements.

MOVED by Arend Tenhove

SECONDED by Jonathan Scott

CARRIED

7. Legal and Personnel

MOTION to enter into negotiation (subject to Board approval) to present a buyout lease to the owners of the building at 550 Ingersoll Avenue Unit 8, Woodstock, Ontario as per legal representative.

MOVED by Jonathan Scott

SECONDED by Neil Dolson

CARRIED

- One lease remains unrenewed at present in the Medical Centre. This tenant is paying on a month to month basis.

8. Administrator's Report

- **Electronic Medical Records:** A presentation from "Practice Solutions" software will be conducted at the Medical Centre Friday May 19, 2006 at twelve noon. It is expected that the Board, Physicians and Staff of the Medical Centre will have a first look at Electronic Medical Records currently being considered for implementation at the Medical Centre. A light lunch will be provided.

- **Suggestion Box for Patients**

The Administrator will place a suggestion box in the waiting area to provide patients with a resource for suggestions.

- **ORED Funding**

The Administrator will redistribute information via e-mail regarding The Ontario Rural Economic Development Plan. The Board of Management will consider implementing a proposal to the Ontario government. Funding in this venue can be used for a variety of upgrades at the Medical Centre and up to and including physician recruitment. Community partners must also be sought.

- **Server**

The Administrator will research future requirements of a new server along with financial costs of replacement.

9. Council Items

- Nothing to report at present.

10. Adjournment

- The Board of Management meeting adjourned at 9:05 p.m.

11. Next Meeting Date: Monday May 15, 2006 at 7:00 p.m., The Russell M. Hall Family Health Centre Board Room.