



**BOARD OF TRUSTEES  
OPEN MEETING  
Independent Living Centre of Waterloo Region**

**MINUTES OF OCTOBER 30, 2019**

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<b>PRESENT:</b>	Mr. Scott Smith (Chair) Ms. Jenny Baker Ms. Janine Barry Mr. Richard Cantin Mr. Rick Coccimiglio Ms. Linda Fabi	Mr. Don Kaluzny Ms. Linda Maxwell Mr. Keith Martin Mr. Tom Motz Mr. Stan Nahrgang Dr. Peter Potts	Mr. Tim Rollins Ms. Angela Stanley Dr. Tom Stewart Mr. Jim Stirtzinger Ms. Marion Thomson Howell Mr. John Woods
<b>REGRETS:</b>	Mr. Michael Harris		
<b>RESOURCE:</b>	Ms. Jui Datta Ms. Susan Dusick Ms. Sherri Ferguson	Mr. Brian Guest Dr. Eric Hentschel	Mr. Gary Higgs Ms. Susan Hollis

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**1. CALL TO ORDER:** 4:00 p.m.

**2. OPENING PRAYER/REFLECTION**  
Ms. Baker provided the reflection.

**3. APPROVAL OF THE AGENDA**

**Motion:** That the Board of Trustees approve the open meeting agenda for October 30, 2019, as written.

**Moved, Seconded, VOTED AND CARRIED.**

**4. DECLARATION OF CONFLICT OF INTEREST:** None.

**5. CONSENT AGENDA**

The minutes of the Open Board meeting held September 25, 2019, the Volunteer Association report and the President's report were distributed with the agenda package. There were no objections raised and the reports were adopted as written.

**Motion:** That the Board of Trustees approve the consent agenda items: September 25, 2019 Board open minutes, Volunteer Association report and the President's report.

**Moved, Seconded, VOTED and CARRIED.**

**6. TRUSTEE GEMBA WALK**

This item was deferred.

**7. STRATEGY UPDATE**

As discussed at the last meeting, Mr. Woods circulated in the meeting package a high level document on the status of three major strategic priorities, i.e., the KW4 Ontario Health Team (OHT), the joint master planning process and the Regional Cardiac Program Strategic Plan.

**8. GENERATIVE THINKING**

The generative thinking topic was master planning. Two articles for board members to read in preparation for this discussion were circulated separately from the meeting. Members broke out into groups and were asked to reflect on the following:

- 1) Brainstorm future scenarios for health care delivery in KW and the buildings each scenario would need.
- 2) What discussion points would the groups suggest to the St. Joseph's Health System Board?
  - What are the risks/gains?
  - What are we prepared to give up?
  - What do we think we need to keep?

Mr. Woods will summarize the discussion. Members were asked to email Mr. Woods any comments they may have on the joint master planning principles

**9. PERFORMANCE UPDATE**

**9.1 The Quality/Patient Safety Report**

Since the Quality Committee did not meet this month there was no report. What was provided in the board package for information was a monthly Quality and Safety report. This information is also reported through the Patient Safety and Quality Monitoring Committee, the Quality Committee and then to the Board of Trustees. This would be reported to the Joint Medical Advisory Committee as well.

**9.2 Resource Planning and Utilization Committee (RP&U) Report**

The RP&U report was circulated with the meeting package which includes a financial update.

**Motion: That the Board of Trustees accept and approve the financial statements for the month ending August 31, 2019.**

**Moved, Seconded, VOTED AND CARRIED.**

**9.3 Report of the Joint Hospital Information System (JHIS) Board Committee**

A report from the Joint HIS Board Committee was circulated with the meeting package. Also provided separately to the Board for information was the full JHIS October meeting package. Mr. Cantin offered his thanks to Grand River Hospital (GRH) as we learned much from their go-live implementation and were able to incorporate this into the St. Mary's go-live plans. He also thanked Mr. Higgs and the PRISM team.

This Sunday at 0700 hours St. Mary's plans to go-live with the new hospital information system. At this time, everything is on track and on schedule for

Sunday morning. Training has been completed for all of our staff and physicians. Staff will now start to dismantle the training rooms and move the equipment to the hospital floors. All of the equipment has been tried and tested for the last five weeks and quality control tests run to make sure they are ready to go.

The Board was advised that we know not everything will run smoothly and issues are expected to arise. Our job is to make sure that any problems that come up will not affect patient care. We will be slower in the first couple of weeks and take longer for registration, for example, but the aim is to make this transition as seamless as possible.

During go-live, Mr. Woods will send email updates to the Board on how things are progressing. It was proposed that times be arranged perhaps in the 2<sup>nd</sup> week of go-live for the Board to visit the PRISM Command Centre.

**10. ADJOURNMENT:** 5:45 p.m.

**Motion: To move into the closed session of the Board meeting.**

**Moved, Seconded, VOTED AND CARRIED.**

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Scott Smith, Chair

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John Woods, President  
and Secretary to the Board

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Susie Bell, Recorder