



**BOARD OF TRUSTEES
OPEN MEETING
10th Floor Boardroom**

MINUTES OF FEBRUARY 22, 2017

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| PRESENT: | Rev. Dr. Dieter Kays (Chair) Ms. Pat Cannon Ms. Viona Duncan Mr. Don Kaluzny Ms. Susy Martins | Ms. Cynthia McIntyre Mr. Tom Motz Mr. Stan Nahrgang Dr. Peter Potts Mr. Don Shilton | Mr. Scott Smith Ms. Angela Stanley Mr. Jim Stirtzinger Ms. Marion Thomson Howell |
| REGRETS: | Ms. Christine Henhoeffler Ms. Janet Peddigrew | Dr. Gagan Sarkaria | Ms. Lisa Strayer |
| GUESTS: | Mr. Brian Guest | | |
| RESOURCE: | Ms. Susan Dusick | Mr. Gary Higgs | Mr. Marco Terlevic |

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

2. OPENING PRAYER/REFLECTION
Mr. Smith provided the opening reflection.

3. APPROVAL OF THE AGENDA

Motion: That the Board of Trustees approve the open meeting agenda for February 22, 2017 as presented.

Moved by Dieter Kays, Seconded by Don Kaluzny, VOTED AND CARRIED.

4. DECLARATION OF CONFLICT OF INTEREST: None.

5. MEETING EVALUATION REMINDER

The meeting evaluation form was circulated with the agenda package for Board members to complete.

6. BOARD HUDDLE AND ACTION TRACKER

Performance on Organization Wide Goals / Improvement Opportunities for the Board

The Board reviewed the action tracker and the improvement opportunities on the huddle board. Progress on the 2016-2017 corporate operational goals was also reviewed. The information that was posted on the huddle board was not pre-circulated due to the timing of the Senior Leadership Team's monthly performance review. The graphs and countermeasures were projected on screen.

7. OVERSIGHT/INSIGHT/FORESIGHT DISCUSSION

Leadership Behavioural Self-Assessment: A briefing note and article related to this item were circulated with the meeting package. Mr. Shilton described the current state at ThedaCare Regional Health Centre (Wisconsin), highlighting that the Board was not engaged in their Lean journey and so does not support continuous improvement activity. Catalysis (formerly the ThedaCare Centre for Healthcare Value) no longer collaborates with ThedaCare but has instead identified 5 organizations to use for executive site visits and St. Mary's is one of these organizations.

Board engagement and support for continuous improvement is very important. Copies of a tool that is used at a CEO forum that Mr. Shilton attends was handed out to Board members. Once completed, the spider diagram identifies areas that require improvement and a development plan is created to address these areas. The tool is completed every 6 months to track a person's behaviour.

Board members completed the exercise. The results will be compiled to form a profile for the Board and a summary will be prepared for review at the next Board meeting. A plan for going forward will be created and the exercise will be repeated in September to determine if there has been any progress on the areas identified.

8. PRESENTATIONS / UPDATES

8.1 Strategic Plan 2014-2017 Update

A table providing the final progress report of the 2014-2017 strategic plan initiatives was circulated with the meeting package. Mr. Shilton reviewed the material provided, particularly those initiatives that were categorized as yellow or red. The Senior Leadership Team was asked what they learned from this process. Comment was made that to be successful there has to be a focus and regular conversations held to review progress on the initiatives. It was felt that we would continue to use the same monitoring process for the 2017-2019 strategic plan.

9. THE QUALITY/PATIENT SAFETY REPORT

The Quality Committee Report was circulated with the Board meeting package and Mr. Smith highlighted some items in the report. Members who participated in the Quality Committee Gemba walk noted staff's responses to the questions posed. For instance, when staff were asked 'what do you need from us?' they replied to 'hold them accountable' and 'keep pushing us'. This is the second group of staff who have responded in this way.

Motion: That the Board of Trustees approve the Quality Committee report.

Moved by Scott Smith, Seconded by Don Kaluzny, VOTED AND CARRIED.

10. CONSENT AGENDA

The minutes of the Open Board meeting held January 25, 2017, the Audit Committee report and the President's report were distributed with the agenda. It was noted that Pat Cannon was present at the January Board meeting and the minutes will be revised to reflect this. Also, the patient survey graph that was referenced in the President's report will be included in the March report.

Motion: That the Board of Trustees approves the following:

- **Minutes of the Open meeting – January 25, 2017**
- **Audit Committee Report**
- **President's Report**

Moved by Dieter Kays, Seconded by Stan Nahrgang, VOTED AND CARRIED.

11. REPORTS

11.1 President

Mr. Shilton received an email from the Waterloo Wellington Local Health Integration Network (WWLHIN) asking if St. Mary's would be willing to take on a retinal surgery program. We currently have an arrangement with London surgeons to have the pre- and post-operative care managed at St. Mary's with the surgery performed in London. The WWLHIN has expressed willingness to support this if St. Mary's is agreeable to pursuing this proposal. We are investigating with the OR team if there is the capacity to take on this additional activity. This is not in our strategic plan. At this point, this has been brought to the Board for information and any proposed changes to services offered by the hospital would need Board approval.

11.2 Chair

There was nothing to report.

12. ADJOURNMENT: 5:20 p.m.

Motion: To adjourn the open Board meeting.

Moved by Dieter Kays, Seconded by Susy Martins, VOTED AND CARRIED.

Dieter Kays, Chair

Don Shilton, Board Secretary

Susie Bell, Recorder