



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

MINUTES OF OCTOBER 26, 2016

PRESENT: Rev. Dr. Dieter Kays (Chair) Mr. Tom Motz Mr. Scott Smith
Ms. Viona Duncan Mr. Stan Nahrgang Mr. Jim Stirtzinger
Ms. Christine Henhoeffler Ms. Janet Peddigrew Ms. Lisa Strayer
Mr. Don Kaluzny Dr. Peter Potts Ms. Marion Thomson
Ms. Susy Martins Mr. Don Shilton Howell
Ms. Cynthia McIntyre

REGRETS: Dr. Gagan Sarkaria

GUEST: Mr. Brian Guest (by phone)

RESOURCE: Ms. Susan Dusick Ms. Kim Siegel Ms. Diane Wilkinson
Dr. Blair Egerdie Mr. Marco Terlevic

1. **CALL TO ORDER:** 4:00 p.m.
Dr. John Sehl and Ms. Cynthia Voisin were welcomed as members of the public attending the open meeting.
2. **OPENING PRAYER/REFLECTION**
Dr. Kays provided the opening reflection.
3. **APPROVAL OF THE AGENDA**

Motion: That the Board of Trustees approve the open meeting agenda for October 26, 2016 as presented.

Moved by Susy Martins, Seconded by Marion Thomson Howell, 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. It was noted that the title for the generative thinking item has been renamed based on an improvement ticket on the huddle board. Ms. Thomson Howell provided a briefing note which was included in the meeting package.

Also reviewed was the progress on the 2016-2017 corporate operational goals. The information that is posted on the huddle board was pre-circulated with the meeting package.

7. OVERSIGHT/INSIGHT/FORESIGHT DISCUSSION

The Board visited the Senior Leadership Team's strategy room.

8. PRESENTATIONS / UPDATES

8.1 Strategic Plan 2014-2017 Update

Circulated with the meeting package was an update on the status of the 2014-2017 Strategic Plan initiatives. Mr. Shilton spoke to the outstanding initiatives that have not been met and noted, in particular, that we will not be able to complete the item related to establishing a home care division at St. Mary's. The St. Joseph's Health System (SJHS) is, however, working to contract for such services in our region.

The current approach is that we have a proposal in with the Ministry to acquire the home care funds from the CCAC that are used for SMGH discharges and then apply these funds to our Integrated Comprehensive Care (ICC) model. This would not cost the Ministry any additional funds. The risk associated with this tactic is the transition with Patients First and home care becoming the responsibility of the Local Health Integration Networks (LHINs) and the change it would mean in the first year of this new arrangement. We will continue to work with our local LHIN on this matter.

St. Mary's is incurring additional costs in running the ICC model. If we receive home care dollars, we would use this towards our ICC coordinators working with the SJHS contracted service provider. There is excellent third party evidence that ICC is the right model but we need to work with those who ultimately make the funding decisions.

In discussing the Strategic Plan initiative on Lean Management System (LMS) training, it was noted that the Performance Improvement (PI) team use a formalized assessment tool to measure the percentage of compliance for departments/units who have undergone this training. Where departments are falling short is mostly related to consistency of the huddle and status exchange. Ms. Wilkinson remarked that she is working with Human Resources on a new performance appraisal methodology for our managers and directors which will include an element on LMS compliance.

8.2 Board Strategic Planning Session – November 1

A briefing note on this item was distributed with the Board meeting package.

A draft agenda for the session was handed out for comments. Dr. Kays confirmed that Georgina Black (KPMG) will be attending to facilitate a good portion of the session.

In reviewing the draft agenda it was agreed to remove the item on establishing a patient identity/persona for St. Mary's. This topic, however, will be kept on the Board's action tracker for discussion at a future regular meeting.

The agenda was adopted by consensus with the change noted above. A package with pre-reading materials will be circulated prior to November 1. Dr. Kays commented that there will be an opportunity to adjust the agenda on the night of the session once members have had a chance to review the meeting materials.

8.3 Board's Responsibilities re Medical Staff

Dr. Potts gave a presentation on the role of Trustees and their responsibilities as it relates to the medical staff. The slide deck will be emailed to Board members.

Dr. Kays observed that one of the key ways we influence the medical staff is by

working with the Chief of Staff in developing his goals and objectives for the year. In speaking about an OHA webcast on physician credentialing that some Board members viewed, he added that it is a board's responsibility to ensure that the process is being followed and that the professional staff, through the COS, have vetted the physicians that are being put forward for approval/renewal of hospital privileges. Dr. Potts remarked that it is important not to look at only competency but also collegiality and whether or not the person is a good fit.

9. RESOURCE PLANNING AND UTILIZATION COMMITTEE REPORT

The report of the Resource Planning and Utilization Committee was circulated with the meeting package. The complete meeting package may be viewed on the Board's website.

- **Motion: That the Board of Trustees accept and approve the financial statements for the month ending September 30, 2016.**

Moved by Stan Nahrgang, Seconded by Lisa Strayer, VOTED AND CARRIED.

10. CONSENT AGENDA

The minutes of the Open Board meeting held September 28, 2016, and the President's report were distributed with the agenda.

Motion: That the Board of Trustees approves the following:

- **Minutes of the Open meeting – September 28, 2016**
- **President's Report**

Moved by Cynthia McIntyre, Seconded by Tom Motz, VOTED AND CARRIED.

11. THE QUALITY/PATIENT SAFETY REPORT

The Quality Committee Report was circulated with the Board meeting package.

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

Moved by Scott Smith, Seconded by Christine Henhoeffler, VOTED AND CARRIED.

Mr. Smith made a comment about physician leadership and engagement in that this was the second Quality Committee meeting in a row where there was a physician in attendance to present the patient story. He found it very encouraging to see their enthusiasm and openness. Mr. Smith highlighted items from the committee report.

12. REPORTS

12.1 President

There was nothing further to report.

12.2 Chair

There was nothing further to report.

13. ADJOURNMENT: 6:00 p.m.

Dieter Kays, Chair

Don Shilton, Board Secretary

Susie Bell, Recorder