



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

MINUTES OF OCTOBER 25, 2017

PRESENT:	Mr. Tom Motz (Chair) Ms. Jenny Baker Mr. Richard Cantin Ms. Christine Henhoeffler	Rev. Dr. Dieter Kays Mr. Stan Nahrgang Dr. Peter Potts Mr. Tim Rollins	Mr. Don Shilton Mr. Jim Stirtzinger Mr. Scott Smith Ms. Lisa Strayer
REGRETS:	Dr. Paul Chiasson Mr. Rick Coccimiglio Ms. Linda Fabi	Mr. Don Kaluzny Mr. Terry O'Sullivan	Ms. Angela Stanley Ms. Marion Thomson Howell
RESOURCE:	Ms. Susan Dusick Ms. Sherri Ferguson	Mr. Gary Higgs	Mr. Marco Terlevic

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

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 25, 2017 as presented.

Moved by Jenny Baker, Seconded by Christine Henhoeffler, 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

The Board reviewed the progress on the 2017-2018 corporate goals and improvement ideas on the huddle board. The items listed on the action tracker were also discussed. The information posted on the huddle board was circulated with the meeting package.

Note: Guests that were participating in a Board Executive Site Visit were present to observe the huddle.

7. Board Member Introductions

Those present took a few minutes to introduce themselves.

8. PRESENTATIONS / UPDATES

8.1 Professional Staff Presentation

Dr. Potts gave a presentation on the relationship and responsibilities of the Board of Trustees to the professional staff. This includes the credentialing and privileging of physicians. An information page was circulated with the meeting package and the presentation slides are attached to the minutes.

A concern that may arise for new board members is being asked to approve the credentialing of a number of physicians without having the detail provided. It is important for the Board to understand that it is not our job to make a judgment as to whether or not these physicians are duly qualified but it is our responsibility to ensure that a thorough vetting process has been followed and our Chief of Staff can provide that assurance.

Some of the steps in the initial application process include: checking with the College of Physicians and Surgeons of Ontario to make sure the physician is in good standing, 3 reference checks, a safety check with police services, and a receipt of a completed questionnaire. Applications are then vetted by the Chief of Staff, the Credentialing Committee and the Joint Medical Advisory Committee (MAC) before coming to the boards for final approval. If the Board does not approve a physician's initial credentialing, then the process ends and the physician would be informed.

There have been issues in the past with physician credentialing so how can the Board be assured that we are performing our due diligence? There has been a move towards considering collegiality and team building as part of our privileging process. If the Board members feel there are particular skills they are looking for in professional staff then they would need to articulate what these are so they could be incorporated into the process as appropriate. There is also a board member on MAC for each hospital who could also flag issues for their board.

8.2 Strategic Plan Update

A two-page document providing an update on the 2017-2019 hospital strategic plan was circulated with the meeting package. Mr. Shilton briefly spoke to those items with a yellow or red status. The next update will be in February.

9. THE QUALITY/PATIENT SAFETY REPORT

The Quality Committee Report was circulated with the Board meeting package and Mr. Motz highlighted some items in the report and spoke to the patient story.

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

Moved by Tom Motz, Seconded by Richard Cantin, VOTED AND CARRIED.

10. CONSENT AGENDA

The minutes of the Open Board meeting held September 27, 2017 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 27, 2017**
- **President's Report**

Moved by Stan Nahrgang, Seconded by Tim Rollins, VOTED AND CARRIED.

11. REPORTS

11.1 President

Mr. Shilton made reference to the item in the President's Report regarding the upcoming release of the *Cardiac Care Quality Indicators Report* by the Canadian Institute for Health Information (CIHI). In Ontario, other than St. Mary's, there is only one cardiac centre that rated below the Canadian average for all 6 indicators.

11.2 Board Chair

Every year the Hospital and Foundation boards join together to celebrate the holiday season. This year's gathering is being held the evening of Thursday, December 7 at the home of Tom and Liz Motz. An email will be sent to both boards with the details.

12. ADJOURNMENT: 5:25 p.m.

Motion: To adjourn the open Board meeting.

Moved by Stan Nahrgang, Seconded by Jim Stirtzinger, VOTED AND CARRIED.

Tom Motz, Chair

Don Shilton, Board Secretary

Susie Bell, Recorder