



**BOARD OF TRUSTEES  
OPEN MEETING  
10<sup>th</sup> Floor Boardroom**

**MINUTES OF FEBRUARY 28, 2018**

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

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**1. CALL TO ORDER:** 4:05 p.m.  
Mr. Smith chaired the meeting on behalf of Mr. Motz.

**2. OPENING PRAYER/REFLECTION**  
Ms. Fabi provided the opening reflection.

**3. APPROVAL OF THE AGENDA**

**Motion: That the Board of Trustees approve the open meeting agenda for February 28, 2018 as presented.**

**Moved by Don Kaluzny, Seconded by Tim Rollins, 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.

Members took time to separate into two groups to review the improvement tickets on the huddle board and categorize each one.

## **7. PRESENTATIONS/UPDATES**

### **7.1 Waterloo Wellington Regional Cardiac Program Strategic Plan 2018-2022**

A briefing note and accompanying materials related to this item were circulated with the meeting package. This was previously discussed at the January Board meeting.

**Motion: That the Board of Trustees approve the Waterloo Wellington Regional Cardiac Program Strategic Plan 2018-2022 as presented.**

**Moved by Scott Smith, Seconded by Stan Nahrgang, VOTED AND CARRIED with 1 abstention.**

- A comment was made that the funding of the capital expenditures for this plan will be provided by the St. Mary's Foundation.
- A couple of the Trustees expressed concern about not feeling they have been fully engaged in the process and would have liked more interaction before voting on such a large expenditure.
- An acknowledgement was made It was acknowledged that the report was very well put together and provided sufficient background and context. It also provided the certainty that the plan was well founded.

Mr. Smith thanked Ms. Stanley and her team for their efforts and hard work that went into development this plan.

### **7.2 St. Mary's Strategic Plan Update**

A table describing the current status of each 2017-2019 strategic plan initiative was circulated with the meeting package. Mr. Shilton reviewed the information provided. It was mentioned that the cardiac strategic plan just approved by the Board is one part of the St. Mary's strategic plan.

## **8. THE QUALITY/PATIENT SAFETY REPORT**

The Quality Committee Report was circulated with the Board meeting package. Ms. Thomson Howell spoke to the patient story and Ms. Gillian Flynn's role in the Patient Experience office listening to patient concerns.

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

**Moved by Marion Thomson Howell, Seconded by Jenny Baker, VOTED AND CARRIED.**

## **9. CONSENT AGENDA**

The minutes of the Open Board meeting held January 24, 2018 and the President's report were distributed with the agenda.

**Motion: That the Board of Trustees approves the following:**

- **Minutes of the Open meeting – January 24, 2018**
- **President's Report**

**Moved by Scott Smith, Seconded by Richard Cantin, VOTED AND CARRIED.**

It was noted that Ms. Linda Maxwell was present at the January Board meeting and her name will be added to the open meeting minutes.

**10. REPORTS**

**10.1 President**

There was nothing further to report.

**10.2 Board Chair**

There was nothing further to report.

**11. ADJOURNMENT: 5:05 p.m.**

**Motion: To adjourn the open Board meeting.**

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