



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

**MINUTES OF JUNE 27, 2018**

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

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

**3. APPROVAL OF THE AGENDA**

**Motion: That the Board of Trustees approve the open meeting agenda for June 27, 2018 as written.**

**Moved by Tom Motz, Seconded by Terry O'Sullivan, 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 information posted on the huddle board was circulated with the meeting package. The Board reviewed the 2018-2019 corporate goals and improvement ideas on the huddle board. The items listed on the action tracker were also discussed.

**7. PRESENTATIONS/UPDATES**

**7.1 Strategic Plan Update**

A status update on the 2017-2019 strategic plan initiatives was circulated with the meeting package. The Board will need to start thinking about a refresh in September

ensuring alignment with the St. Joseph's Health System (SJHS) and Waterloo Wellington Local Health Integration Network (LHIN) plans. Mr. Shilton spoke to the initiatives marked as a red or yellow status.

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

The Quality Committee Report was circulated with the Board meeting package. Ms. Thomson Howell highlighted the YouTube video link in the report and encouraged members to take time to view this. As with a previous patient story, this month's story related to an issue with equipment.

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

**Moved by Marion Thomson Howell, Seconded by Terry O'Sullivan, VOTED AND CARRIED.**

**9. CONSENT AGENDA**

The minutes of the Open Board meeting held May 30, 2018 and the President's report were distributed with the agenda package.

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

- **Minutes of the Open meeting – May 30, 2018**
- **President's Report**

**Moved by Tom Motz, Seconded by Terry O'Sullivan, VOTED AND CARRIED.**

**10. REPORTS**

**10.1 President**

- Mr. Shilton highlighted the piece in the President's report about the work done by Day Surgery staff who completely revised the flow for cataract patients and eliminated an hour or more from each patient's journey as well as a significant amount of time for staff.
- He also noted that he was very proud of the kudos received for St. Mary's at the recent Lean Healthcare Transformation Summit at which he, along with Mr. Smith, Ms. Henhoeffler and Ms. Chudleigh presented on our Lean journey that emphasized the Board's role.

**10.2 Board Chair**

Mr. Motz took a moment to speak about Mr. Shilton's accomplishments while in his role as President of St. Mary's.

**11. ADJOURNMENT: 4:55 p.m.**

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

**Moved by Don Kaluzny, Seconded by Tom Motz, VOTED AND CARRIED.**

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Tom Motz, Chair

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Don Shilton, Board Secretary

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Susie Bell, Recorder