

**Grand River Hospital
Minutes Of A Public Meeting
Of The Board Of Directors
Held On November 22, 2016
In the Freeport Boardroom**

Present:

G. Bellew	Z. Janecki
D. Bennett	L. Kotseff
B. Collingwood	J. Linton
J. Deganis	M. Maxwell
D. Freeman	P. Potts
D. Graham	J. Schlegel
S. Hanmer	H. Wakeling
P. Hendrikse	K. Wetteskind
H. Hoediono	

Regrets:

G. Sarkaria
B. Vrbanovic

Staff:

Bailey, T.	Lavoie, K.
Cheal, B.	Mah, T.
Higgs, G.	O'Brien, J.
Karjaluoto, M.	Robertson, S.

Recording Secretary: K. Taylor

1.0 Call To Order

The meeting was called to order at 4:00 p.m. by Chair, G. Bellew.

1.1 Acceptance Of Agenda

The agenda was accepted as presented.

Motion:

It was moved by P. Hendrikse and seconded by S. Hanmer that the public agenda for the November 22, 2016 Board of Directors meeting be accepted as presented.

Carried.

1.2 Declaration Of Conflict Of Interest

D. Bennett declared a conflict for agenda item 9.2: Pension Committee Membership.

1.3 Public Meeting Highlights

1.3.1 Board Chair

Chair, G. Bellew welcomed the three guests to the public meeting and explained to the Directors they were interested in a joint venture proposed in the Boardwalk area of Waterloo.

On behalf of the Board, condolences were extended to D. Bennett and it was advised that a memorial donation had been made through the Grand River Hospital (GRH) Foundation.

Directors were reminded of the December 20 in-camera meeting of the Board, the focus of which will be on the hospital information system.

1.3.2 President And Chief Executive Officer

M. Maxwell advised the Board that GRH has met the timeline requested by the Waterloo Wellington Local Health Integration Network (WWLHIN) for submission of the Hospital Accountability Planning Submission (HAPS) for 2017-2018. The HAPS narrative document speaks to the alignment between GRH programs and services and regional priorities and strategies of the WWLHIN. The HAPS document provides a platform for discussion between the WWLHIN and GRH; discussions which are anticipated over the next few weeks.

In addition to the information conveyed in the report from the Chief Nursing Executive, it was explained that similar to other Ontario hospitals, GRH continues to experience a very high level of demand for acute care, many instances of which when presenting to the Emergency Department (ED), require an inpatient bed. Capacity is being closely monitored and GRH has been accommodating by opening additional acute care beds. As a result of capacity pressures, a decision was made to defer a few elective surgeries on Wednesday, November 23. Those surgeries will be rescheduled on a timely basis.

2.0 Quality

2.1 Report By The Chair Of The Quality And Patient Safety Committee

The WWLHIN dashboard was included in the Board package as an item for information and an overview was provided by H. Hoediono, Chair of the Quality and Patient Safety (QPS) Committee. GRH performance on readmission rates for chronic conditions is slightly above the target of 15.5% with one contributing factor to a higher rate for GRH being that patients with chronic conditions including chronic heart failure are disproportionately served by GRH for the KW population. GRH continues to perform poorly with respect to wait times for hip and knee replacement surgery. During the next two months, an audit of surgical office wait time reports will be undertaken with a goal of eliminating duplication and improving consistency in data reporting. Currently more than 700 patients are wait listed for hip and knee surgery at GRH and a rapid improvement in wait time would likely only result from a significant increase in surgical program capacity. With respect to non-emergency MRIs, GRH continues to perform poorly and there is little short term opportunity to improve this due to limited MRI capacity within KW.

3.0 Resources

3.1 Report By Chair Of The Resources Committee

Minutes from the November meeting, the Committee's scorecard, financials and a copy of the capital expenditure summary report appeared as items for information.

4.0 Audit

4.1 Audit Committee Report

Chair of the Audit Committee, J. Schlegel provided a verbal update on the Committee's November meeting. Work with the external auditors to facilitate their upcoming review is underway. Discussions with KPMG and the Audit Committee will explore access to KPMG's healthcare consulting expertise and possibly a future Board education session on that topic.

5.0 Governance And Community Engagement

5.1 Report By Chair Of The Governance and Community Engagement Committee

B. Collingwood, Chair of the Governance and Community Engagement Committee (GCEC), provided highlights from the November 3 meeting. In June 2017 the Board manual will be relaunched to reposition policy documents into a Board policy manual and with all other material to be included in a reference manual. Directors were advised that they will receive a poll for dates in February 2017 for a joint Foundation and Hospital meeting featuring Marnie Spears from Ketchum KCI as the keynote speaker. As well, Directors will receive a separate poll of dates for a spring GRH Board retreat to be scheduled over two half days in April or May 2017. On December 15 the members of the Board were informed that they would receive three surveys which will be open for response through to January 31, 2017.

6.0 Health Information System Renewal

6.1 Report By Chair Of the Health Information System Renewal Committee

Chair of the Committee, J. Deganis reported that the report from the November 3 meeting of the Health Information System (HIS) Renewal Committee would be delivered during the in-camera session.

6.1.1 Update from the Joint Boards HIS Steering Committee Meeting

A copy of the minutes from the November 3 Joint Boards HIS Steering Committee meeting appeared as an item for information and included the slides presented by Dr. J. Theal. Dr. Theal's presentation was well-received. During the portion of the meeting following the presentation, an update on the status of the Memorandum of Understanding and independent HIS review conducted by PricewaterhouseCoopers was provided.

Dr. Theal will be presenting to the members of the Medical Staff Association in January and Dr. Potts will advise K. Taylor if it would be possible for members of the GRH Board, who were not able to attend on November 3, to attend that January 23 presentation.

7.0 Other

7.1 Q2 Operating Plan and ERMA Update

The Q2 operating and enterprise risk management assessment report appeared in the public meeting package. Two priorities' milestones had revised expected

finish dates: Priority 4 (sustain ALC rate) changing from completion in Q2 to Q4; and Priority 5 (development of a governance model for hospital information system for Waterloo Wellington hospitals) changing from Q2 to Q3. The Memorandum of Understanding is currently being reviewed by the CEO Network and it is anticipated that it will be signed off in the near future.

8.0 Executive Highlights

8.1 Board Chair Report

The verbal update from the Board Chair informed of the completion of the recruitment of a Joint Chief of Staff, and conveyed congratulations to Dr. P. Potts. D. Graham represented the Board at the October 28 Quarter Century Club annual event which recognizes staff for their years of service.

8.1.1 Waterloo Hospitals Collaborative Committee Update

An update on the November 15 meeting of the Waterloo Collaborative Committee was provided.

8.1.2 Waterloo Wellington Hospitals and CCAC Governors Meeting

On October 12 the members of the WW Hospitals and CCAC Governors met and a copy of the note prepared by OHA President and CEO, A. Dale was included in the public package. Highlights from that meeting were conveyed by G. Bellew.

8.1.3 Waterloo Wellington Local Health Integration Network Governors Meeting

The Governors from the Cambridge and KW sub-LHINs met on November 2 to discuss collaborative quality improvement plans (QIP). A complex continuing care QIP was considered by the Cambridge Governors. The KW Governors considered a collaborative QIP for palliative care. As required GRH will lend support to the initiative.

8.2 President And Chief Executive Officer Report

In addition to the report from the President and CEO which was included in the Board public package, M. Maxwell congratulated J. Linton on her appointment as Chief Nursing Executive.

8.3 Chief Nursing Executive Report

The Board package included a report from the CNE and a verbal update informed of the success of the retail pharmacy in the Cancer Centre. As well, the Meds to Beds program, launched on November 8, has been very well received. Staff were commended for their efforts in working through current capacity issues which have seen surge volumes and bed pressures for an extended period of time.

8.4 Foundation Report

The Foundation report was included in the public package. Additionally, T. Bailey reported that the Directors would receive financial results that would report on the money granted to the hospital in the fiscal year. Sponsorship opportunities were outlined and pledge forms were distributed to the Directors.

Directors were invited to provide the Foundation with names of potential contacts in the community to approach for the upcoming HIS campaign.

9.0 Items for Consent

The items for consent included:

9.1 Board Minutes of September 27, 2016

9.2 Pension Committee Membership

9.3 Board Manual Updates

9.3.1 Position Description for the Board Secretary

9.3.2 Position Description for the Board Treasurer

9.3.3 Position Description for a Board Committee Chair

9.3.4 Joint Boards HIS Steering Committee Terms of Reference

Motion:

It was moved by H. Wakeling and seconded by D. Freeman that the items for consent be approved.

Carried.

One conflict of interest noted.

10.0 Item for Information

10.1 Committee Items

10.1.1 Medical Advisory Committee Minutes

October and November Medical Advisory Committee public minutes were included in the package.

10.1.2 Quality And Patient Safety Committee

QPS items included in the package:

10.1.2.1 Minutes from October 2016

10.1.2.2 Scorecard

10.1.3 Resources Committee

Included as items for information from the Resources Committee:

10.1.3.1 Minutes

10.1.3.2 Scorecard

10.1.3.3 Financials

10.1.3.4 Capital Expenditure Summary Report

9.1.4 Governance And Community Engagement Committee

Items in the public package from GCEC included:

10.1.4.1 Minutes

10.1.4.2 Update On Community And External Health Care Environment

10.1.4.3 Attendance Chart

10.2 Board Work Plan

The package contained the work plan for the Board of Directors.

10.3 Board Education Opportunities

A current listing of Board education opportunities was included in the package.

10.4 December and January Calendars Of Board Events

The Board package contained calendars of events for December and January.

10.5 GRH Board 2016/17 Meeting Schedule

The revised 2016/17 GRH Board meeting schedule appeared in the package.

10.6 Waterloo Wellington Local Health integration Network Update

The WWLHIN November dashboard was included as an item for information.

11.0 Adjournment

**There being no further business, it was moved by D. Freeman and seconded by L. Kotseff that the public meeting be adjourned.
Carried.**

The public meeting adjourned at 5:10 p.m.

Malcolm Maxwell,
Secretary

Geoff Bellew,
Chair