

**GRAND RIVER HOSPITAL
MINUTES OF A PUBLIC MEETING
OF THE BOARD OF DIRECTORS
HELD ON JUNE 25, 2013
IN THE FREEPORT BOARDROOM**

PRESENT:

Bellew, G.	Julius, L.
Bleaney, T.	Maki, P.
Collingwood, B.	Maxwell, M.
Delamere, D.	Rice, K.
Elop, T.	Schlegel, J.
Harris, B.	Sellers, L.
Hendrikse, P.	Sharma, A.

REGRETS:

Deganis, J.
Freeman, D.
McIlwham, K.
Singh, P.

STAFF:

Burns, J.	Karjaluo, M.
Cavrag, K.	Mah, T.
Cheal, B.	Rajaballey, J.
Higgs, G.	

GUEST:

Enns, J.

Recording Secretary: Karen Taylor

1.0 CALL TO ORDER

The meeting was called to order at 2:05 p.m.

1.1 ACCEPTANCE OF AGENDA

The agenda was approved as presented.

1.2 DECLARATION OF CONFLICT OF INTEREST

None.

2.0 BOARD CHAIR AND CEO REPORT

2.1 PRESIDENT AND CHIEF EXECUTIVE OFFICER

The President and CEO's report was included in the board package. Judy Burns, vice president of cancer and diagnostic services and Waterloo Wellington regional vice president of Cancer Care Ontario was introduced and welcomed to the meeting.

2.2 BOARD CHAIR

D. Delamere provided a verbal report and welcomed Lynne Julius, interim vice president of clinical programs and chief nursing officer. At a Waterloo Wellington Local Health Integration Network (WWLHIN) session for board governors held on June 3 the integrated health services plan was discussed. The Board was apprised of details from the June 10 education session hosted by the WWLHIN. The purpose of that session was to outline regional programs and detail health system funding reforms.

2.2.1 ANNUAL UPDATE FROM BOARD AND BOARD COMMITTEES

The annual update was included in the board package.

3.0 QUALITY

3.1 REPORT BY CHAIR OF THE QUALITY AND PATIENT SAFETY COMMITTEE

Highlights from the June meeting of the quality and patient safety (QPS) committee provided an update about the pharmacy and cancer program. During the June committee meeting the medication safety plan was discussed. The quality and patient safety two year plan is up for renewal. Eight of twenty-two objectives in the 2011-2013 plan were met and significant progress was made on the remaining items.

4.0 RESOURCES

4.1 REPORT BY CHAIR OF THE RESOURCES COMMITTEE

During the June resources committee meeting there was discussion of the results of the employee engagement survey. In August the committee will review the medication safety plan's project charter. After one month of financial tracking in the current fiscal year, GRH is on track. The pension committee is continuing their work to align the KW Pension and HOOPP plans.

5.0 GOVERNANCE

5.1 REPORT BY CHAIR OF THE GOVERNANCE COMMITTEE

Highlights of the June meeting of the governance committee informed that the not-for-profit corporations act has yet to be passed, with the projected date being pushed off to January 2014.

6.0 OTHER

6.1 M-SAA COMPLIANCE

MOTION:

IT WAS MOVED BY P. HENDRIKSE AND SECONDED BY B. HARRIS THAT THE GRH BOARD OF DIRECTORS AUTHORIZES D'ARCY DELAMERE TO SIGN SCHEDULE G, FORM OF COMPLIANCE DECLARATION THAT DECLARES TO THE BOARD AS FOLLOWS:

AFTER MAKING INQUIRIES OF THE APPROPRIATE OFFICERS OF THE HEALTH SERVICE PROVIDER (HSP) AND SUBJECT TO ANY EXCEPTIONS IDENTIFIED ON SCHEDULE G, TO THE BEST OF THE BOARD'S KNOWLEDGE AND BELIEF, THE HSP HAS FULFILLED ITS OBLIGATIONS UNDER THE SERVICE ACCOUNTABILITY AGREEMENT (THE M-SAA) IN EFFECT DURING THE APPLICABLE PERIOD (OCTOBER 1, 2012 TO MARCH 31, 2013).

WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, THE HSP HAS COMPLIED WITH:

- I) ARTICLE 4.8 OF THE M-SAA CONCERNING APPLICABLE PROCUREMENT PRACTICES;**
- II) THE LOCAL HEALTH SYSTEM INTEGRATION ACT, 2006; AND**
- III) THE PUBLIC SECTOR COMPENSATION RESTRAINT TO PROTECT PUBLIC SERVICES ACT, 2010.**

CARRIED.

6.2 Q4 BOARD SCORECARD

The Q4 board scorecard was included in the board package. During discussion it was informed that the target set for the alternate level of care days is reflected in the H-SAA and set provincially. The baseline for the hospital standardized mortality ratio reflects the new baseline of 100, reflecting the average experience of Canadian hospitals.

6.3 Q4 OPERATING PLAN UPDATE

The Q4 progress report for the 2012/13 operating plan was included in the board package. A document detailing the disposition of items incomplete as at March 31, 2013 was distributed at the meeting. M. Maxwell provided an overview of items identified as complete, items deferred and items to added to the 2013/14 operating plan.

The objective regarding patient registration functions is an important activity that was noted as being deferred to coincide with the timeframe of the internal audit review and subsequent report.

The 2013/14 progress reports will include mention of impact to the objectives due to changes in the healthcare environment.

ACTION ITEM: It was requested that the audit committee follow-up on the results of the patient registration review by the internal auditor.

6.4 NOMINATING COMMITTEE REPORT

Chair of the nominating committee, G. Bellew, provided an overview of the committee's last meeting, during which 3 applicants with legal experience were interviewed. Following deliberations of the nominating committee, the governance committee was provided with process recommendations.

7.0 EXECUTIVE HIGHLIGHTS

7.1 VICE PRESIDENT CLINICAL SERVICES & CHIEF NURSING OFFICER REPORT

The report from the VP Clinical Services and Chief Nursing Officer was included in the board package.

7.2 FOUNDATION REPORT

The Foundation report was included in the board package.

8.0 ITEMS FOR CONSENT

8.1 BOARD MINUTES OF MAY 28, 2013

The public minutes from the May 28 were included in the board package. Two typographical errors were corrected in item 5.2: Corporate By-Law No. 1 (2013) Motion [articile to article and ecome to become]. The minutes were approved as amended.

8.2 BOARD MANUAL POLICY REVIEW

The following revised terms of reference were included in the board package:

8.2.1 EXECUTIVE COMMITTEE

8.2.2 QUALITY AND PATIENT SAFETY COMMITTEE

8.2.3 RESOURCES COMMITTEE

8.2.4 COMPENSATION AND EXECUTIVE RESOURCES

8.2.5 GOVERNANCE COMMITTEE

8.2.6 COMMUNITY ENGAGEMENT COMMITTEE

MOTION:

**IT WAS MOVED BY T. BLEANEY AND SECONDED BY G. BELLEW THAT THE ITEMS FOR CONSENT BE APPROVED.
CARRIED.**

9.0 ITEMS FOR INFORMATION

9.1 COMMITTEE ITEMS

9.1.1 MEDICAL ADVISORY COMMITTEE MINUTES

The June 11, 2013 public minutes of the medical advisory committee were included in the board package.

9.1.2 GOVERNANCE COMMITTEE

9.1.2.1 GOVERNANCE COMMITTEE MINUTES

The minutes from the June 12, 2013 meeting of the governance committee were included in the board package.

9.1.2.2 ISSUES NOTE: BOARD BY-LAW CHANGE

An issues note on the board by-law change was included.

9.1.2.3 EDUCATION SESSION RESULTS

Notes and evaluation results from the May 28 education session session were included in the package.

9.1.3 RESOURCES COMMITTEE

9.1.3.1 RESOURCES COMMITTEE MINUTES

Minutes from June 11, 2013 were included in the board package.

9.1.3.2 SCORECARD

The resources scorecard was included in the board package.

9.1.3.3 FINANCIAL STATEMENTS

The April 30, 2013 financial report appeared in the board package.

9.1.4 QUALITY AND PATIENT SAFETY COMMITTEE

9.1.4.1 QUALITY AND PATIENT SAFETY COMMITTEE MINUTES

The package included minutes from the June 12, 2013 meeting.

9.1.4.2 SCORECARD

The QPS scorecard was included in the board package.

9.1.4.3 QUALITY AND PATIENT SAFETY PLAN YEAR END REPORT

A briefing note detailing the results of the 2011/13 quality and patient safety plan report was included.

9.1.4.4 ED/ALC REPORT

The ED/ALC report results were included in the board package.

9.1.4.5 PUBLICLY REPORTED RESULTS

The package included the June public reporting indicators report.

9.2 BOARD WORK PLAN

The Board 2013/14 work plan was included in the board package.

9.3 BOARD EDUCATION OPPORTUNITIES

A list of Board education opportunities was included in the board package.

9.4 JULY AND AUGUST BOARD CALENDARS OF EVENTS

July and August board events were included in the board package.

9.5 GRH BOARD 2013/2014 MEETING SCHEDULE

The schedule of proposed 2013/2014 GRH Board meetings was included in the board package.

9.6 WWLHIN ITEMS

9.6.1 WWLHIN BOARD MEETING SCHEDULE

The schedule of 2013/14 WWLHIN board meetings was included in the board package. It was noted that the WWLHIN had changed the date of their August 2013 meeting to August 15.

10.0 ADJOURNMENT

**THERE BEING NO FURTHER BUSINESS, IT WAS MOVED BY P. MAKI AND
SECONDED BY T. ELOP THAT THE PUBLIC MEETING BE ADJOURNED.
CARRIED.**

The public meeting adjourned at 3:00 p.m.

Malcolm Maxwell,
Secretary

D'Arcy Delamere,
Chair

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Wells, R.

REGRETS:

Deganis, J.
Elop, T.
Freeman, D.
Rice, K.
Schlegel, J.
Singh, P.

Recording Secretary: Karen Taylor

1.0 CALL TO ORDER

The meeting was called to order by D. Delamere at 6:10 p.m.

1.1 ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

1.2 DECLARATION OF CONFLICT OF INTEREST

None.

2.0 MOTIONS

2.1 OFFICERS OF THE CORPORATION

P. Maki informed that the corporate by-laws indicate that the board is responsible for the appointment of officers and advised that the board members were previously asked for names to be brought forward.

MOTION:

**IT WAS MOVED BY P. MAKI AND SECONDED BY T. BLEANEY THAT THE BOARD OF DIRECTORS APPROVE: THE APPOINTMENT OF TRACY ELOP AS CHAIR OF THE BOARD FOR THE NEXT YEAR OR UNTIL HER RESPECTIVE SUCCESSOR IS ELECTED OR APPOINTED; THE APPOINTMENT OF GEOFF BELLEW AS VICE-CHAIR FOR THE NEXT YEAR OR UNTIL HIS RESPECTIVE SUCCESSOR IS ELECTED OR APPOINTED; AND, THE APPOINTMENT OF PAUL HENDRIKSE AS TREASURER OF THE CORPORATION FOR THE NEXT YEAR UNTIL HIS RESPECTIVE SUCCESSOR IS ELECTED OR APPOINTED.
CARRIED.**

2.2 BOARD NON-DIRECTOR APPOINTMENT

D. Delamere advised that B. Harris resigned from the Board of Directors but has agreed to serve as a non-director on the quality and patient safety committee.

MOTION:

IT WAS MOVED BY P. HENDRIKSE AND SECONDED BY B. COLLINGWOOD THAT THE BOARD OF DIRECTORS APPROVE THAT BEVERLY HARRIS BE APPOINTED AS A NON-DIRECTOR OF THE CORPORATION OF THE GRAND RIVER HOSPITAL FOR A ONE YEAR TERM EFFECTIVE JUNE 25, 2013, SERVING ON THE QUALITY AND PATIENT SAFETY COMMITTEE. CARRIED.

2.3 BOARD COMMITTEE MEMBERSHIP

D. Delamere advised that T. Elop confirmed the proposed committee membership assignments with each individual. Board directors were advised that there remains an opportunity for an additional director to serve on the quality and patient safety committee and interested individuals were urged to contact G. Bellew.

MOTION:

IT WAS MOVED BY P. MAKI AND SECONDED BY G. BELLEW THAT THE BOARD OF DIRECTORS APPROVE THE BOARD COMMITTEE MEMBERSHIP FOR 2013/14 AS PRESENTED. CARRIED.

2.4 BOARD COMMITTEE MEETING SCHEDULE 2013/2014

The proposed board committee meeting schedule for 2013/2014 was included in the board package.

MOTION:

IT WAS MOVED BY P. HENDRIKSE AND SECONDED BY P. MAKI THAT THE BOARD OF DIRECTORS APPROVE THE PROPOSED BOARD MEETING DATES FOR 2013/2014. CARRIED.

3.0 ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, IT WAS MOVED BY G. BELLEW AND SECONDED BY P. HENDRIKSE THAT THE PUBLIC MEETING BE ADJOURNED. CARRIED.

The public meeting adjourned at 6:15 p.m.

Malcolm Maxwell,
Secretary

D'Arcy Delamere,
Past Chair