

**GRAND RIVER HOSPITAL  
MINUTES OF A PUBLIC MEETING  
OF THE BOARD OF DIRECTORS  
HELD ON OCTOBER 27, 2015  
IN THE FREEPORT BOARDROOM**

**PRESENT:**

Bellew, G.  
Collingwood, B.  
Deganis, J.  
Elop, T.  
Freeman, D.  
Graham, D.  
Hendrikse, P.  
Hoediono, H.  
Janecki, Z.

Maki, P.  
Maxwell, M.  
Olson, K.  
Potts, P.  
Sarkaria, G.  
Schlegel, J.  
Wakeling, H.  
Wells, R.

**REGRETS:**

Rice, K.  
Vrbanovic, B.

**STAFF:**

Bailey, T.  
Cheal, B.  
Higgs, G.  
Julius, L.

Karjaluo, M.  
Lillepold, A.  
Linton, J.  
Mah, T.  
Wren, D.

**GUEST:**

Boadi, J.

**Recording Secretary:** K. Taylor

**1.0 CALL TO ORDER**

Following the photograph of the Board of Directors, the meeting was called to order by G. Bellew, Chair, at 4:09 p.m.

**1.1 ACCEPTANCE OF AGENDA**

The agenda was accepted 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 report from the President and Chief Executive Officer was included in the Board package. Updates included mention of the strategic plan renewal being undertaken by the Grand River Hospital Foundation and a presentation made by the CEO to the Foundation Directors on October 26.

To facilitate the work involved with the common clinical system, M. Maxwell met with Don Shilton, President of St. Mary's General Hospital (SMGH) to explore how a joint executive staff committee could assist with work flow and decision making.

Preliminary results of GRH's October Accreditation Canada survey were shared and the Board will receive a more comprehensive report at its November meeting.

It was noted that the Governance and Community Engagement Committee has been asked to include mention of the Chief Privacy Officer and the Board Chair's role regarding delegation of authority into policy.

## **2.2 BOARD CHAIR**

Board Chair, G. Bellew, provided a verbal report during which J. Boadi, the Youth on Board representative, was welcomed to the meeting. Dr. H. Hoediono provided an introduction of J. Boadi, explained his role at Board meetings and advised that he would be attending several meeting of the Governance and Community Engagement Committee, as well as public meetings of the Board.

Directors were invited to take part in an optional survey being conducted by the Ontario Hospital Association to explore the Board's role in engagement communities, patients and stakeholders.

Results of the September 24 Community meeting were shared and feedback will be considered when planning for the 2016 event. The October 24 Grand Experience hosted by the GRH Foundation was a success and Directors were thanked for their support.

An overview of the October 1 and 2 OHA Leadership for Health Care Board Chairs session informed: that integration activities across the province are being driven out of financial and quality necessity to accommodate change, and that many different approaches are being considered and it would be useful for GRH Board to stay aware of these as part of environmental scanning; that there are increased attention being paid towards obtaining engagement of primary care physicians that we should examine; that Boards could benefit from a discussion about the roles of the Chief of Staff (COS) and Vice President Medical and enhanced involvement with Board Quality and Patient Safety Committees. With the transformational changes going on across the province it has been recognized that ways and means to strengthen engagement with medical leadership and our physicians has been stressed as a critical success factor in ensuring their input is received and that they partner in the transformation journey. With regards to engagement of physicians, including primary care physicians, it was confirmed that the Quality and Patient Safety Committee (QPS) would provide oversight.

Other details referred to events on the Board's calendar, including the WWLHIN health service provider governance symposium on November 23; the Holiday lunch on December 10 and the WWLHIN Board meeting on December 17.

## **3.0 QUALITY**

### **3.1 REPORT BY THE CHAIR OF THE QUALITY AND PATIENT SAFETY COMMITTEE**

A verbal update on the October 14 Quality and Patient Safety (QPS) Committee

meeting was provided by Committee Chair, J. Deganis. The presentation at its meeting by the mental health program conveyed a good story that demonstrated good success in terms of how GRH's mental health program has grown from strength to strength and significantly enhanced patient care and experience.

### **3.2 CRITICAL DECLARATION OF COMPLIANCE**

The Ministry of Health and Long-Term Care (MOHLTC) mandates GRH's compliance with CitiCall and the obligation is administered through the Waterloo Wellington Local Health Integration Network (WWLHIN). GRH is compliant with the six required tasks.

#### **MOTION:**

**IT WAS MOVED BY J. DEGANIS AND SECONDED BY H. WAKELING THAT THE GRAND RIVER HOSPITAL BOARD OF DIRECTORS AUTHORIZE THE BOARD CHAIR TO SIGN THE CRITICAL DECLARATION OF COMPLIANCE. CARRIED.**

## **4.0 RESOURCES**

### **4.1 REPORT BY CHAIR OF THE RESOURCES COMMITTEE**

During their October 7 meeting, Resources Chair, P. Hendrikse, informed that the Committee discussed the potential merger of the pension plan, reviewed the Hospital's financial position, and launched the annual operating plan cycle.

## **5.0 AUDIT**

### **5.1 REPORT BY CHAIR OF THE AUDIT COMMITTEE**

None.

## **6.0 GOVERNANCE AND COMMUNITY ENGAGEMENT**

### **6.1 REPORT BY CHAIR OF THE GOVERNANCE AND COMMUNITY ENGAGEMENT COMMITTEE**

Committee Chair, H. Hoediono, provided a copy of the October edition of Hospital News and drew attention to an article that touched on physician applications, disclosure and due diligence required by the Hospital Board.

Highlights from the September 29 Committee meeting informed that the Committee would like to expand its Terms of Reference to include a member of the senior leadership team. As well, during the meeting, the Brand and Marketing Strategy was reviewed and appears as an item for consent for the Board's acceptance.

Following the October 7 Education Session, the Board Directors took part on October 19 in a Governance Accreditation Tracer with the surveyors. The results of the Governance assessment by the surveyors indicated 100% compliance with all criteria. For the organization, GRH met 98.9 percent of the 2,579 criteria items and for those items deemed as high priority, 99 percent were achieved. Letters of

thanks were sent to C. DeLenardo and L. Costa from H. Hoediono to convey appreciation on behalf of the Board.

## **7.0 OTHER**

Nothing to report.

## **8.0 EXECUTIVE HIGHLIGHTS**

### **8.1 CHIEF OF STAFF REPORT**

The Chief of Staff report appeared in the package and a verbal update informed of the success of the internal medicine clinical and teaching unit and general internal medicine rapid assess clinic, due in part to the leadership of Drs. Kruisselbrink and Plaxton and affiliation with McMaster University.

### **8.2 VICE PRESIDENT CLINICAL SERVICES AND CHIEF NURSING EXECUTIVE REPORT**

In addition to the report from the VP Clinical Services and Chief Nursing Executive, which was included in the Board package, attention was drawn by K. Olson to the article in the October Hospital News on malnutrition in Canadian hospitals. GRH was fortunate to participate in a study led by Dr. H. Keller. The Dietetic Internship Program at GRH provides a very high calibre, competitive internship program.

### **8.3 FOUNDATION REPORT**

The Foundation report was included in the Board package. T. Bailey provided a verbal update that informed of the Foundation's strategic planning process and commended M. Maxwell on his well-received presentation. ECHOage, a birthday party website that offers assistance to charities was promoted, as were ticket sales for the Dream Home Lottery.

## **9.0 ITEMS FOR CONSENT**

The items for consent included:

### **9.1 BOARD MINUTES OF SEPTEMBER 22, 2015**

### **9.2 ANNUAL PENSION REPORT ON MANAGEMENT OF THE K-W HOSPITAL PENSION PLAN FOR 2014**

### **9.3 REVISED STATEMENT OF INVESTMENT POLICIES AND PROCEDURES (SIP&P)**

### **9.4 KW PENSION PLAN EXTERNAL PROVIDERS**

### **9.5 BRAND AND MARKETING STRATEGY (JOINT WITH THE GRH FOUNDATION)**

### **9.6 TERMS OF REFERENCE FOR THE GOVERNANCE AND COMMUNITY ENGAGEMENT COMMITTEE**

### **9.7 TRI-HOSPITAL RESEARCH ETHICS BOARD TERMS OF REFERENCE**

### **9.8 BOARD MANUAL UPDATES**

#### **9.8.1 LEGISLATIVE COMPLIANCE**

- 9.8.2 BOARD POLICY DEVELOPMENT AND REVIEW**
- 9.8.3 BOARD MEETING AGENDA DEVELOPMENT**
- 9.8.4 BOARD MOTION FORMAT**
- 9.8.5 RULES OF PROCEDURE AT BOARD MEETINGS**
- 9.8.6 IN-CAMERA MEETING POLICY**
- 9.8.7 LEGISLATIVE AND REGULATORY FRAMEWORK**
- 9.8.8 PROCESS FOR BY-LAW AMENDMENT**
- 9.8.9 ACCESS TO BOARD INTRANET**
- 9.8.10 MEETING ATTENDANCE POLICY**
- 9.8.11 POSITION DESCRIPTION FOR THE BOARD SECRETARY**
- 9.8.12 TERMS OF REFERENCE – EXECUTIVE COMMITTEE**
- 9.8.13 TERMS OF REFERENCE – QUALITY AND PATIENT SAFETY COMMITTEE**
- 9.8.14 TERMS OF REFERENCE – NOMINATING COMMITTEE**
- 9.8.15 REIMBURSEMENT OF DIRECTOR EXPENSES**
- 9.8.16 SUCCESSION PLANNING PROCESS**
- 9.8.17 DIRECTOR RECRUITMENT, NOMINATION AND ELECTION**
- 9.8.18 SELECTION OF BOARD OFFICER, COMMITTEE CHAIRS, AND COMMITTEE MEMBERS**
- 9.8.19 BOARD ORIENTATION**
- 9.8.20 BOARD EVALUATION**
- 9.8.21 EVALUATION OF INDIVIDUAL DIRECTORS AND NON-DIRECTOR COMMITTEE MEMBERS**
- 9.8.22 DELEGATION OF AUTHORITY POLICY**
- 9.8.23 ENTERPRISE RISK MANAGEMENT**

**MOTION:**

**IT WAS MOVED BY D. FREEMAN AND SECONDED BY P. MAKI THAT THE ITEMS FOR CONSENT BE APPROVED.  
CARRIED.**

**10.0 ITEMS FOR INFORMATION**

**10.1 COMMITTEE ITEMS**

**10.1.1 MEDICAL ADVISORY COMMITTEE MINUTES**

The Medical Advisory Committee minutes from the October 13 public meeting were in the package.

**10.1.2 QUALITY AND PATIENT SAFETY COMMITTEE**

The items for information from the QPS Committee included:

**10.1.2.1 MINUTES**

**10.1.2.2 SCORECARD**

**10.1.2.3 FALLS REPORT**

**10.1.2.4 MEDICATION SAFETY UPDATE**

**10.1.3 RESOURCES COMMITTEE**

Included as an item for information from the Resources Committee:

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**10.1.3.1 MINUTES**  
**10.1.3.2 FINANCIALS**

**10.1.4 GOVERNANCE AND COMMUNITY ENGAGEMENT COMMITTEE MINUTES**

The September 29 minutes from the Governance and Community Engagement Committee public meeting were included in the package.

**10.2 BOARD WORK PLAN**

The Board work plan for 2015/16 was included as an item for information.

**10.3 BOARD EDUCATION OPPORTUNITIES**

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

**10.4 NOVEMBER BOARD CALENDAR OF EVENTS**

The calendar of events for November 2015 appeared in the Board package.

**10.5 GRH BOARD 2015/16 MEETING SCHEDULE**

The schedule of 2015/16 Board meetings was included in the package.

**10.6 WWLHIN DASHBOARD**

The October 2015 WWLHIN Dashboard was included in the package.

**10.7 ONTARIO HEALTHCARE INTEGRATION NEWS**

A briefing note that provided an update on integration activities amongst the Headwaters Health Care Centre, William Osler Health System and the Central West Community Care Access Centre was provided.

**11.0 ADJOURNMENT**

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

The public meeting adjourned at 5:31 p.m.

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Malcolm Maxwell,  
Secretary

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Geoff Bellew,  
Chair