

**GRAND RIVER HOSPITAL
MINUTES OF A PUBLIC MEETING
OF THE BOARD OF DIRECTORS
HELD ON FEBRUARY 23, 2016
IN THE FREEPORT BOARDROOM**

PRESENT:

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

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

REGRETS:

Elop, T.
Freeman, D.
Schlegel, J.
Vrbanovic, B.

STAFF:

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

Karjaluoto, M.
Lillepold, A.
Linton, J.
Wren, D.

GUEST:

Boadi, J.

Recording Secretary: K. Taylor

1.0 CALL TO ORDER

The meeting was called to order at 4:05 p.m. by Chair, G. Bellew, Chair.

1.1 ACCEPTANCE OF AGENDA

The agenda was accepted as circulated in the meeting package.

MOTION:

**IT WAS MOVED BY J. DEGANIS AND SECONDED BY P. MAKI THAT THE PUBLIC AGENDA FOR THE FEBRUARY 23, 2016 BOARD OF DIRECTORS MEETING BE ACCEPTED AS PRESENTED.
CARRIED.**

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 Chief Executive Officer's report was included in the Board package. Additionally, a verbal update on the common clinical information system informed that a response from the Hospital Information System Advisory Panel relating to GRH's proposal is anticipated in mid-March.

In addition to the perspective on the Ministry of Health and Long-Term Care's *Patients First: A Proposal to Strengthen Patient-Centred Health Care in Ontario*, to be provided at the March 7 Board education session, the Board was advised that this proposal focuses on primary care medicine, restructuring of the

Community Care Access Centres and realignment of organizations in the health system; and in particular, does not single out hospitals.

2.2 BOARD CHAIR

The verbal report delivered by the Board Chair touched on: a review of the Board work plan and number of Board meetings; invitation for the Committee Chairs to review their work plans with a view to streamlining the number of meetings; thanks to Board Directors for completing the recent surveys; welcomed Directors to indicate to the Board Chair if they would like to schedule a one-on-one meeting to review the results of the peer survey; and, updated on recent meetings in which the Board Chair participated.

An update from the February 1 meeting of the Waterloo Hospitals Collaborative Committee (WHCC) reported on the current status of the clinical governance RFP. Three responses to the RFP have been received, reviewed, and follow-up action is underway to complete reference checks. Upon the completion of the clinical governance consultations, a report will flow to the Board from WHCC; likely in May 2016.

Details from the February 4 meeting of the Executive Committee were conveyed. The Committee is in the initial stages of reviewing 2016-2017 Board Committee membership. Directors can expect to be contacted in the next few weeks to confirm their interest in serving on a Board Committee(s).

Highlights from the February 10 meeting of the Waterloo Wellington (WW) Chairs and Vice Chairs informed that representatives from the Waterloo Wellington Local Health Integration Network (WWLHIN) participated in a portion of the meeting to present their integrated health service plan. During the February 10 meeting the WWLHIN advised of their intent to create positions of physician leadership within their structure to guide the WWLHIN's work. At this meeting the WWLHIN also spoke about regional based program planning and it was suggested that the WWLHIN focus on the areas within their scorecard that require attention; i.e. performance metrics in the WWLHIN accountability agreement tracking as red.

The WWLHIN improvement dashboard appeared in the Board package. Following discussion of the dashboard it was confirmed that the Quality and Patient Safety Committee will regularly discuss the dashboard at their meetings and a copy will be provided as an item for information in future Board packages.

3.0 QUALITY

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

A verbal update on the February 22 Quality and Patient Safety (QPS) Committee meeting was provided and highlights included a report on metrics within the QPS scorecard. GRH is undertaking work to address the issue with metrics reported on CT wait times. During discussion of hip and knee surgery wait times it was reported that the issue is under review and there is a need to ensure appropriate management of the queue, as reported by surgeons' offices. GRH is also

working to ensure that the emergency department physician shift schedule is fully covered so that this does not contribute as a factor that will affect wait times.

4.0 RESOURCES

4.1 REPORT BY CHAIR OF THE RESOURCES COMMITTEE

A verbal report from the February Resources Committee meeting by Chair, P. Hendrikse, provided information regarding the common system integration and indicated that management is working to prepare a report to Resources that outlines plans to govern the project. Financial results to date indicate that GRH expects to track to budget at March 31, 2016. The status of capital projects was reviewed and several projects will close off in the fourth quarter. In March, the Resources Committee will provide the Board with a 2016-2017 operating, capital and budget plan for consideration for approval.

5.0 AUDIT

5.1 AUDIT COMMITTEE REPORT

K. Rice, Chair of the Audit Committee reported on items from the January meeting and advised that minutes from that meeting will be provided in the March Board package. Going forward, to assist with the identification of enterprise risk management risk items, the external auditor, KPMG, will share with GRH information which their organization develops related to the medical community.

At their January meeting the Audit Committee reviewed the status of projects that the Internal Auditor is undertaking. Board Committee Chairs will be asked to assist with a review of risk items as appropriate for their Committee. This work will assist with ensuring that the Board has an appropriate focus on risk priorities.

6.0 GOVERNANCE AND COMMUNITY ENGAGEMENT

6.1 REPORT BY CHAIR OF THE GOVERNANCE AND COMMUNITY ENGAGEMENT COMMITTEE

Committee Chair, H. Hoediono, provided highlights from the February 2 meeting of the Governance and Community Engagement Committee (GCEC). Policies reviewed by GCEC appear as an item for consent. Board Directors were reminded about the March 7 Board education session and informed that a package of material would be circulated towards the end of February. To guide the work of the Nominating Committee in their recruitment of Directors a document outlining strategic perspectives was prepared by M. Maxwell. This document was included in the Board package as an item for information.

7.0 OTHER

7.1 Q3 ERMA AND OPERATING PLAN UPDATE

A copy of the ERMA and operating plan update as at Q3 was included in the Board package. Discussion of the update reported that with respect to scope and

budget, items were in good shape. Two items have associated schedule challenges: replacement of the hospital information system and transfer of information. It was advised that in relation to improvements, there is a reduced risk associated with the provision of accessible and safe parking facilities.

7.2 H-SAA AMENDING AGREEMENT

A motion regarding the Hospital Service Accountability Agreement (H-SAA) appeared in the Board package. GRH's current H-SAA expires on March 31, 2016. The WWLHIN is unable to make funding transfers in the absence of an agreement and the motion is intended to provide a mechanism for GRH's Board Chair and CEO to sign back the agreement. Once GRH receives the amending H-SAA it will be reviewed and should the agreement identify substantial changes, depending on the timeline associated with the agreement's sign back, the Chair will seek feedback from either the Board or the Executive Committee. Should the amending H-SAA not contain substantial changes, the Chair and CEO will sign back the agreement.

MOTION:

**IT WAS MOVED BY P. HENDRIKSE AND SECONDED BY P. MAKI THAT THE BOARD OF DIRECTORS AUTHORIZE THE CHAIR AND CHIEF EXECUTIVE OFFICER TO SIGN AN AMENDING AGREEMENT FOR THE PURPOSE OF EXTENDING THE H-SAA BEYOND MARCH 31, 2016 WITH SUBSTANTIALLY THE SAME TERMS AND CONDITIONS AS CURRENTLY IN PLACE, AS DEFINED WITHIN THE APRIL 1, 2008-MARCH 31, 2016 H-SAA AGREEMENT.
CARRIED.**

8.0 EXECUTIVE HIGHLIGHTS

8.1 CHIEF OF STAFF REPORT

The public report from the Chief of Staff appeared in the Board package and the verbal report expanded on plans for the general internal medical rapid assessment clinic consultations and follow-up care for managing patients with complex care needs.

8.2 CHIEF NURSING EXECUTIVE REPORT

There were no questions on the written report from the Chief Nursing Executive.

8.3 FOUNDATION REPORT

The Foundation report was included in the Board package. Additionally, T. Bailey provided a verbal update that informed that the GRH and SMGH Foundations are committed to jointly raise funds for the clinical information system. A number of celebrations are underway to commemorate the 100th anniversary of the Freeport campus. Due to warm weather, the date of the sled dog fundraiser, Mush for Healthcare, has been rescheduled to March 12 and 13. Details for the three Grand events reported that: the Grand golf classic will return as a 2016 event on June 7; a location, sponsor and major auction item for the November 5 Grand Experience has been secured; and, a title sponsor has been secured for the Grand Ride.

9.0 ITEMS FOR CONSENT

The items for consent included:

- 9.1 BOARD MINUTES OF JANUARY 26, 2016**
- 9.2 MOTION: BOARD MANUAL UPDATES**
 - 9.2.1 Strategic Partnering Governance Principles**
 - 9.2.2 Chief of Staff Position Description**
 - 9.2.3 Chief of Staff Performance Evaluation**
 - 9.2.4 Criminal Records Check**
 - 9.2.5 Director Declaration**
 - 9.2.6 Committee Member Declaration**
 - 9.2.7 Board Member Recognition**
 - 9.2.8 Dr. Ashok Sharma Bursary for Medical Leadership**
- 9.3 MOTION: NOMINATING COMMITTEE MEMBERSHIP**
- 9.4 MOTION: NOMINATING COMMITTEE CHAIR**

MOTION:

IT WAS MOVED BY P. MAKI AND SECONDED BY H. HOEDIONO 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 February public Medical Advisory Committee minutes were in the package.

10.1.2 RESOURCES COMMITTEE

Included as items for information from the Resources Committee:

10.1.2.1 MINUTES

10.1.2.2 SCORECARD

10.1.2.3 FINANCIALS

10.1.2.4 CAPITAL PROJECT SUMMARY

10.1.3 GOVERNANCE AND COMMUNITY ENGAGEMENT COMMITTEE

Included in the package:

10.1.3.1 MINUTES

10.1.3.2 STRATEGIC PERSPECTIVES ON BOARD RECRUITMENT

10.1.3.3 MINUTES FROM THE JANUARY MEETING OF THE JOINT MARKETING AND COMMUNICATIONS WORKING GROUP

10.1.3.4 UPDATE ON THE COMMUNITY AND EXTERNAL HEALTH CARE ENVIRONMENT

10.2 BOARD WORK PLAN

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

10.3 BOARD EDUCATION OPPORTUNITIES

The updated listing of Board education opportunities was included in the package.

10.4 MARCH CALENDARS OF BOARD EVENTS

The calendar of Board and Board Committee events for March 2016 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 ANNUAL BUSINESS PLAN AND DASHBOARD UPDATE

The WWLHIN's annual business plan and dashboard update as of February 10, 2016 was included.

11.0 ADJOURNMENT

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

The public meeting adjourned at 5:26 p.m.

Malcolm Maxwell,
Secretary

Geoff Bellew,
Chair