

**GRAND RIVER HOSPITAL
MINUTES OF A PUBLIC MEETING
OF THE BOARD OF DIRECTORS
HELD ON FEBRUARY 25, 2014
IN THE FREEPORT BOARDROOM**

PRESENT:

Bellew, G.
Bleaney, T.
Collingwood, B.
Delamere, D.
Elop, T.
Freeman, D.
Hendrikse, P.

Hoediono, H.
Maxwell, M.
Olson, K.
Rice, K.
Vrbanovic, B
Wells, R.

REGRETS:

Deganis, J.
Maki, P.
Paun, B.
Schlegel, J.
Sharma, A.

STAFF:

Burns, J.
Cheal, B.
Higgs, G.

Lillepold, A.
Mah, T.
Rajaballey, J.

GUESTS:

Enns, J.
Wren, D.

Recording Secretary: Karen Taylor

1.0 CALL TO ORDER

The meeting was called to order at 4:05 p.m.

1.1 ACCEPTANCE OF AGENDA

The agenda was accepted as circulated.

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 CEO appeared in the Board package. In addition to the information conveyed in the report a detailed explanation of the growth in alternate level of care patients and approach to restorative care beds which aligns with the provincial direction for care of the elderly was provided.

2.2 BOARD CHAIR

Deputy Chief of Staff Dr. Wren, attending on behalf of Dr. Sharma, was welcomed to the meeting. Board members were advised that they would be approached to schedule a one-on-one meeting with the Board Chair to review the results of the peer and self-assessment surveys. In late March a survey will be distributed to solicit feedback on the Board Chair and Committee Chairs.

Highlights from the January WWLHIN Board meeting informed of work underway to review the top users of emergency department services, the requirement of

the hospital accountability planning submission to align with the WWLHIN's integrated health services plan, and development of a coordinated access point for mental health crises. It was confirmed that the February meeting of the WWLHIN Board was cancelled.

At the February 20 Greater KW Chamber of Commerce Business Gala event, on behalf of GRH, T. Elop presented Heffner Motors with the Healthy Workplace Award. GRH's sponsorship of this award aligns with the hospital's interest in healthy populations.

3.0 QUALITY

3.1 REPORT BY CHAIR OF THE QUALITY AND PATIENT SAFETY COMMITTEE

G. Bellew reviewed items from the February 12 meeting of the QPS Committee, the minutes of which appeared in the information section of the Board package. The complexity of the various components within the Medication Safety Plan, including consideration that needs to be given to any new information technology system, was noted.

The Board engaged in a discussion regarding the community's need for mental health care and work being done within GRH to recruit psychiatrists. The mental health and addictions program council is exploring recruitment and sharing resources with community agencies to help bridge gaps.

At the March 2014 meeting of the Board the Quality Improvement Plan (QIP) will be presented for Board approval. A preliminary copy of the plan's indicators and targets appeared in the Board package and feedback to G. Bellew was welcomed. Several of the indicators not chosen for inclusion in the QIP are tracked elsewhere within the organization, for example through scorecards and within the operating plan quarterly reports. It was suggested that when the plan is presented at the March meeting that there should be a comparison of the 2013 and 2014 indicators and targets. There was endorsement from the Board for moving forward with the QIP indicators as presented.

4.0 RESOURCES

4.1 REPORT BY CHAIR OF THE RESOURCES COMMITTEE

An outline of GRH's financial position as of December 31, 2013 and projection of anticipated results over the next quarter was provided by Chair P. Hendrikse. In the absence of legislative change there is no change in the status of the pension transfer from the KW Plan to HOOPP. An approach to the upcoming pension plan valuation was detailed.

5.0 GOVERNANCE AND OTHER COMMITTEES

5.1 REPORT BY CHAIR OF THE GOVERNANCE COMMITTEE

Chair D. Freeman provided a high level overview of discussion from the February 6 meeting of the Governance Committee and advised of items for consideration at the committee's next meeting.

5.1.1 NOMINATING COMMITTEE MEMBERSHIP

MOTION:

IT WAS MOVED BY P. HENDRIKSE AND SECONDED BY B. COLLINGWOOD THAT THE BOARD OF DIRECTORS APPROVE THE FOLLOWING MEMBERS OF THE 2014 NOMINATING COMMITTEE:

**GRH BOARD DIRECTOR – D'ARCY DELAMERE
GRH BOARD DIRECTOR – GEOFF BELLEW
GRH BOARD DIRECTOR – TED BLEANEY
GRH BOARD DIRECTOR – DIANE FREEMAN**

**IN ADDITION OTHER VOTING MEMBERS WILL INCLUDE ONE MEMBER OF THE MEDICAL STAFF, WHO IS NOT A DIRECTOR OF THE CORPORATION, APPOINTED BY THE MEDICAL ADVISORY COMMITTEE (VOTING), ONE MEMBER OF A COMMUNITY HEALTH CARE AGENCY, WHO IS NOT A DIRECTOR OF THE CORPORATION, APPOINTED BY THE BOARD (VOTING), ONE DIRECTOR OF THE GRAND RIVER HOSPITAL FOUNDATION, WHO IS NOT A DIRECTOR OF THE CORPORATION, APPOINTED BY THE GRAND RIVER HOSPITAL FOUNDATION (VOTING), ONE OTHER MEMBER EXTERNAL TO HEALTH CARE, ACCORDING TO CIRCUMSTANCES AT THE TIME (VOTING), AND THE CEO (EX-OFFICIO, VOTING).
CARRIED.**

5.1.2 CHAIR OF THE NOMINATING COMMITTEE

MOTION:

**IT WAS MOVED BY P. HENDRIKSE AND SECONDED BY B. COLLINGWOOD THAT THE BOARD OF DIRECTORS APPOINT DIANE FREEMAN AS CHAIR OF THE 2014 NOMINATING COMMITTEE.
CARRIED.**

5.2 COMMUNITY ENGAGEMENT COMMITTEE

B. Collingwood, Chair of the Community Engagement Committee (CEC), provided details from the February 4 CEC meeting. At that meeting a draft planning process to develop a marketing plan was outlined. The Joint Marketing and Communications Work Group, comprised of members from the GRH and GRH Foundation Boards, will provide direction in the development of the plan.

J. Rajaballey presented slides that highlighted results from the 5th wave of the PMG community survey. The focus on the survey is to determine: overall public perception of GRH; areas of satisfaction and dissatisfaction; and, insight into the Foundation's donors. A copy of the full report will be posted on the Board intranet.

5.3 AUDIT COMMITTEE

No report.

6.0 OTHER

6.1 Q3 OPERATING PLAN AND ERMA UPDATE

The update appeared in the Board package. Several of the goals' timelines extend into the 2014-2015 fiscal year and there was discussion about the capacity of the organization to undertake new goals. The current draft version of the 2014-2015 operating plan does not propose any new goals.

6.2 HOSPITAL ACCOUNTABILITY PLANNING SUBMISSION

The Hospital Accountability Planning Submission (HAPS) is a planning document that informs the development of the Hospital Services Accountability Agreement (H-SAA). Prior to the WWLHIN's finalization of the GRH's H-SAA it is expected that several of the assumptions within the HAPS will be discussed.

MOTION:

**IT WAS MOVED BY R. WELLS AND SECONDED BY D. DELAMERE THE GRAND RIVER HOSPITAL BOARD OF DIRECTORS APPROVES THE 2014/15 HOSPITAL ACCOUNTABILITY PLANNING SUBMISSION (HAPS) AND CONFIRMS THAT THE HAPS AS SUBMITTED BY GRAND RIVER HOSPITAL ALIGNS WITH THE WATERLOO WELLINGTON LOCAL HEALTH INTEGRATION NETWORK'S 2013-2016 INTEGRATED HEALTH SERVICES PLAN.
CARRIED.**

7.0 EXECUTIVE HIGHLIGHTS

7.1 VICE PRESIDENT CLINICAL SERVICES & CHIEF NURSING EXECUTIVE REPORT

The report from the VP Clinical Services and Chief Nursing Executive was included in the Board package. An update on the Life and Limb policy's impact on GRH informed that an average of 3-5 patients a week are transported to GRH and work on a repatriation policy is underway.

7.2 FOUNDATION REPORT

The Foundation report was included in the Board package. The recent Total Women's Show was well attended and supported by members of the Board who staffed the Foundation's table at the event.

8.0 ITEMS FOR CONSENT

8.1 BOARD MINUTES OF JANUARY 28, 2014

The public meeting minutes from the January 28, 2014 were included in the

package.

8.2 BOARD MANUAL UPDATES

Updates to the board manual were included in the board package.

8.2.1 PROCEDURE FOR MEMBERS OF THE PUBLIC ADDRESSING THE BOARD (REVISED)

8.2.2 BOARD EVALUATION PROCESS (REVISED)

8.2.3 ANNUAL BOARD AND COMMITTEE WORK PLANS (REVIEWED, NO CHANGES)

8.2.4 POLICY FOR MEETING WITH INDEPENDENT DIRECTORS (REVISED)

8.2.5 ACCESS TO THE BOARD INTRANET (REVISED)

MOTION:

**IT WAS MOVED BY D. FREEMAN AND SECONDED BY B. VRBANOVIC 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 February 11, 2014 public minutes of the Medical Advisory Committee were included in the Board package.

9.1.2 WATERLOO HOSPITALS COLLABORATIVE COMMITTEE

The minutes from the February 13 meeting were in the package.

9.1.3 GOVERNANCE COMMITTEE

The minutes from the February 6 meeting of the Governance committee were contained in the Board package.

9.1.4 COMMUNITY ENGAGEMENT COMMITTEE

The February 4 minutes appeared in the Board package.

9.1.5 RESOURCES COMMITTEE

9.1.5.1 MINUTES

The February 11, 2014 minutes appeared in the Board package.

9.1.5.2 SCORECARD

The scorecard was included in the package.

9.1.5.3 FINANCIAL REPORT

The financial results to December 31 appeared in the package.

9.1.6 QUALITY AND PATIENT SAFETY COMMITTEE

9.1.6.1 MINUTES

Minutes from the February 12, 2014 meeting were included.

9.1.6.2 SCORECARD

The package contained the scorecard.

9.1.6.3 QUALITY IMPROVEMENT PLAN

The package contained a briefing note detailing the quality improvement plan

9.1.7 EXECUTIVE COMMITTEE

Minutes from the February 5 meeting of the committee were included in the Board package.

9.2 BOARD WORK PLAN

The Board 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. Board members were encouraged to review the list and to contact K. Taylor for assistance with registration.

9.4 MARCH BOARD CALENDAR OF EVENTS

The March calendar of events appeared in the board package.

9.5 GRH BOARD 2014 MEETING SCHEDULE

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

9.6 WWLHIN ITEMS

9.6.1 WWLHIN BOARD MEETING SCHEDULE

The schedule of 2014 WWLHIN board meetings was included in the Board package. Board directors are invited to attend any of the WWLHIN Board meetings.

9.6.2 WWLHIN BOARD MEETING MATERIAL

A copy of the minutes from the December 5 WWLHIN public meeting were included in the Board.

10.0 ADJOURNMENT

THERE BEING NO FURTHER BUSINESS, IT WAS MOVED BY K. RICE AND SECONDED BY D. FREEMAN THAT THE PUBLIC MEETING BE ADJOURNED. CARRIED.

The public meeting adjourned at 6:00 p.m.

Malcolm Maxwell,
Secretary

Tracy Elop,
Chair