

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

PRESENT:

Bellew, G.
Bleaney, T.
Collingwood, B.
Deganis, J.
Delamere, D.
Elop, T.
Freeman, D.

Hendrikse, P.
Hoediono, H.
Maxwell, M.
Olson, K.
Paun, B.
Sharma, A.

REGRETS:

Maki, P.
Rice, K.
Schlegel, J.
Vrbancovic, B.
Wells, R.

STAFF:

Cheal, B.
Hewat, N.
Higgs, G.
Karjalainen, M.

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

GUEST:

Enns, J.

Recording Secretary: Karen Taylor

1.0 CALL TO ORDER

The meeting was called to order by Chair, T. Elop at 4:05 p.m. Z. Janecki and B. Aydar were introduced and welcomed to the Board.

1.1 ACCEPTANCE OF AGENDA

The public agenda was accepted with the addition of agenda item 4.2: MOTION - HSAA.

1.2 DECLARATION OF CONFLICT OF INTEREST

None.

2.0 BOARD CHAIR AND CEO REPORT

2.1 PRESIDENT AND CHIEF EXECUTIVE OFFICER

In addition to the report which appeared in the Board package an update on the upcoming King Street work by GrandLinq on construction of the rapid transit was provided.

2.2 BOARD CHAIR

A verbal report from the Chair informed of the December meeting of the Waterloo Wellington Hospital Collaborative Committee Chairs and Vice Chairs and the update that Bruce Lauckner, CEO of the Waterloo Wellington Local Health Integration Network (WWLHIN) relayed about the integrated program councils. The recent joint event with the Grand River Hospital Foundation was well attended on January 20 and provided an opportunity for the two Boards to become better acquainted. On February 19 representatives from the two Boards

will attend the Chamber of Commerce Business Excellence Awards and join in the presentation of the healthy workplace award sponsored by GRH.

3.0 QUALITY

3.1 REPORT BY CHAIR OF THE QUALITY AND PATIENT SAFETY COMMITTEE

An overview of the January 14 meeting of the Quality and Patient Safety (QPS) Committee, which included a tracer exercise, was provided. A meeting of the Chairs of the WW QPS committees was held to exchange ideas and information and to discuss how each hospital approaches the development of their Quality Improvement Plan. In December representatives from each Hospital were invited to participate in a portion of Guelph General Hospital's strategic planning exercise which focused on a session on the topic of critical incidents led by Dr. Ross Baker.

4.0 RESOURCES

4.1 REPORT BY CHAIR OF THE RESOURCES COMMITTEE

Highlights from the January 13 meeting of the Resources Committee were provided. During that meeting the Committee discussed the five Enterprise Risk Management Assessment report items that the Committee has oversight of. It was reported that McKesson has advised that as of March 31, 2018 it will cease to support Horizon Clinicals, the clinical system used by GRH. Discussions amongst Cambridge Memorial Hospital (CMH), St. Mary's General Hospital (SMGH) and GRH on a common clinical system platform continue.

4.2 HOSPITAL SERVICES ACCOUNTABILITY AGREEMENT

On January 23, 2015 the WWLHIN provided GRH with a funding letter for fiscal year 2014/2015. Management continues to work with the Ministry of Health and Long-Term Care (MOHLTC) to confirm and finalize funding details. The WWLHIN has advised that the Hospital Services Accountability Agreement's (H-SAA) distribution is planned for February 6. As the WWLHIN has a two week return request on agreements, the H-SAA would need to be signed by the CEO and Board Chair prior to the next meeting of the GRH Board. Management has recommended the H-SAA be signed and returned to meet the deadline of the WWLHIN.

MOTION:

**IT WAS MOVED BY J. DEGANIS AND SECONDED BY T. BLEANEY THAT THE BOARD OF DIRECTORS AUTHORIZE THE CHAIR AND THE CHIEF EXECUTIVE OFFICER TO SIGN THE 2014-15 HOSPITAL SERVICES ACCOUNTABILITY AGREEMENT (H-SAA).
CARRIED.**

Following the H-SAA's receipt and review, when it is ready to return to the WWLHIN it will be accompanied by a cover letter outlining any area of concern identified by GRH.

5.0 GOVERNANCE AND OTHER COMMITTEES

5.1 REPORT BY CHAIR OF THE GOVERNANCE COMMITTEE

The minutes from the November 4 meeting of the Governance Committee were included in the package as an item for information. Board members were reminded that the results of the surveys assist with the work of the Nominating Committee and were asked to complete the Board surveys by January 31.

5.1.1 BOARD AND BOARD COMMITTEE MEMBERSHIP

In filling the Region of Waterloo vacancy on the GRH Board of Directors with Mayor B. Vrbanovic, a vacancy in representation for the City of Kitchener resulted. It was advised by the City of Kitchener that Z. Janecki would be filling this vacancy. In response to succession planning for the Pension Committee it was suggested that non-directors be recruited and the appointment of R. Stanton was recommended.

MOTION:

**IT WAS MOVED BY D. FREEMAN AND SECONDED BY J. DEGANIS THAT THE BOARD OF DIRECTORS: APPROVE THE APPOINTMENT OF ROBIN STANTON AS A NON-DIRECTOR MEMBER OF THE PENSION COMMITTEE FOR THE PERIOD JANUARY 27 TO JUNE 23, 2015; CONFIRM BERRY VRBANOVIC, REPRESENTATIVE FROM THE REGION OF WATERLOO, AS A BOARD DIRECTOR AND MEMBER OF THE COMMUNITY ENGAGEMENT COMMITTEE UNTIL FURTHER NOTICE IS RECEIVED FROM THE REGION OF WATERLOO; AND, CONFIRM ZYG JANECKI, REPRESENTATIVE FROM THE CITY OF KITCHENER, AS A BOARD DIRECTOR AND MEMBER OF THE GOVERNANCE COMMITTEE TO NOVEMBER 30, 2015.
CARRIED.**

5.2 COMMUNITY ENGAGEMENT COMMITTEE

A summary of the sixth and final wave of community engagement survey results appeared in the Board package. M. Karjaluo was thanked for his significant contribution and assistance with the surveys. Management has undertaken monthly patient surveys in several clinical areas to complement the work of the community engagement surveys.

5.3 AUDIT COMMITTEE

A complete enterprise risk management assessment (ERMA) is conducted every two years to identify risks not previously known or identified through existing processes. The current 2013-2015 enterprise risk management plan expires in the Spring of 2015. During their January 9, 2015 meeting the Audit Committee approved the Risk Management Assessment themes, oversight and progress to achieve the proposed plan for 2015-2017. In response to Board concern regarding risk associated with falls, targeted physician recruitment and the clinical IT system, it was confirmed that the Board Committees would receive regular updates from management.

MOTION:
IT WAS MOVED BY P. HENDRIKSE AND SECONDED BY D. DELAMERE
THAT THE GRH BOARD OF DIRECTORS APPROVE THE 2015-2017
ENTERPRISE RISK MANAGEMENT ASSESSMENT PLAN.
CARRIED.

6.0 OTHER

6.1 Q2 BOARD SCORECARD

The Q2 Board scorecard was provided in the Board package. .

7.0 EXECUTIVE HIGHLIGHTS

7.1 VICE PRESIDENT CLINICAL SERVICES & 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 the Board was advised of recent Hospital activity which has seen a very high volume of patients being treated in the Emergency Department. The collaboration of programs to discuss how to improve patient flow has resulted in changes, such as the discharge lounge, which have resulted in patient care efficiencies.

7.2 FOUNDATION REPORT

The Foundation report was included in the Board package. The Foundation will soon make an announcement that Helen Friedman has been elected Board Chair.

8.0 ITEMS FOR CONSENT

8.1 BOARD MINUTES OF NOVEMBER 25, 2014

Minutes from the November 25, 2014 public meeting were provided as an item for consent.

8.2 BOARD MANUAL UPDATES

The following Board manual policies were included as items for consent.

8.2.1 PENSION PLAN GOVERNANCE POLICY

8.2.2 CODE OF CONDUCT POLICY

8.2.3 CONFIDENTIALITY POLICY

8.2.4 MEETING ATTENDANCE POLICY

8.2.5 BOARD EVALUATION

MOTION:
IT WAS MOVED BY H. HOEDIONO AND SECONDED BY D. FREEMAN 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 January 13, 2015 Medical Advisory Committee public minutes were included in the package.

9.1.2 QUALITY AND PATIENT SAFETY COMMITTEE

Items for information from the Quality and Patient Safety Committee:

9.1.2.1 QPS COMMITTEE MINUTES

9.1.2.2 QPS SCORECARD

9.1.2.3 PUBLICLY REPORTED METRICS PERFORMANCE REPORT

9.1.3 COMMUNITY ENGAGEMENT COMMITTEE MINUTES

Public minutes from the December 2 Community Engagement Committee meeting were included in the Board package.

9.1.4 RESOURCES COMMITTEE

Items for information from the Resources Committee included:

9.1.4.1 MINUTES

9.1.4.2 FINANCIALS

9.1.4.3 RESOURCES SCORECARD

9.1.4.4 COMMON SYSTEM UPDATE

9.1.6 GOVERNANCE COMMITTEE MINUTES

Minutes from the November 5 meeting of the Governance Committee appeared in the Board package.

9.2 BOARD WORK PLAN

The Board work plan was included in the package.

9.3 BOARD EDUCATION OPPORTUNITIES

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

9.4 FEBRUARY BOARD CALENDAR OF EVENTS

The calendar of events for February appeared in the Board package.

9.5 GRH BOARD 2014/15 MEETING SCHEDULE

The schedule of 2014/15 GRH Board meetings was included in the package.

9.6 WWLHIN DECEMBER 2014 BOARD HIGHLIGHTS

Highlights from the December 3, 2014 WWLHIN Board meeting were included in the Board package.

9.7 OHA 2013-2014 ANNUAL REPORT SUMMARY

A note detailing key OHA accomplishments from 2013-2014 was included in the package.

10.0 ADJOURNMENT

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

The public meeting adjourned at 5:50 p.m.

Malcolm Maxwell,
Secretary

Tracy Elop,
Chair