

**GRAND RIVER HOSPITAL
MINUTES OF A PUBLIC MEETING
OF THE BOARD OF DIRECTORS
HELD ON NOVEMBER 27, 2012
IN THE FREEPORT BOARDROOM**

PRESENT:

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

Maxwell, M.
McIlwham, K.
Rice, K.
Robertson, S.
Schlegel, J.
Sellers, L.
Sharma, A.
Uffermann, D.

REGRETS:

Maki, P.

STAFF:

Berry, M.
Cavrag, K.
Cheal, B.
Hewat, N.

Higgs, G.
Karjaluo, M.
Lillepold, A.
Rajaballey, J.

Recording Secretary: Karen Taylor

1.0 CALL TO ORDER

The meeting was called to order at 4:35 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 report from the President and CEO was included in the Board package. Details regarding the Hospital Standardized Mortality Ratio (HSMR) will be released on December 13. In 2011/12 GRH's result is 82 which indicates a sustained decreasing trend.

2.2 BOARD CHAIR

D. Delamere thanked the participants who attended the November 21 joint Board education session which was coordinated by St. Mary's General Hospital (SMGH) and led by Bordner, Ladner and Gervais.

In consideration of the many demands for Board member time, particularly during the holiday season, rather than having a holiday celebration of the Board, an event will be scheduled in the Spring of 2013.

On behalf of the Board, D. Delamere conveyed thanks, congratulations and presented M. Maxwell with a 5 years of service award.

3.0 QUALITY

3.1 REPORT BY CHAIR OF THE QUALITY AND PATIENT SAFETY COMMITTEE

T. Elop provided an overview of the November QPS Committee meeting, a highlight of which was the medication safety plan. A copy of the medication safety plan can be found on the Board intranet.

3.2 ERMA REPORT

A briefing note regarding enterprise risk management assessment (ERMA) appeared in the Board package. There was agreement that the process should include Board Committee consultation prior to finalization of the ERMA plan which would then be brought forward for Audit Committee and Board approval.

3.3 ANNUAL SAFETY OF CARE REPORT

The Safety of Care report was included in the Board package for information. GRH is reviewing the increasing number of falls with harm trend. Strategies are in place to reduce falls, and to reduce harm if a patient falls. It was suggested that each graph's timeline should be longer and each chart should detail the same time period for comparison purposes.

ACTION ITEM: C. DeLenardo will be asked to revise the charts in future Safety of Care reports.

4.0 RESOURCES

4.1 REPORT BY CHAIR OF THE RESOURCES COMMITTEE

P. Hendrikse provided a detailed report on 5 key themes: results, human resources, information technology, pension and capital.

4.2 KW PENSION PLAN – EXTERNAL PROVIDERS

The Pension Committee is tasked with reviewing the Pension plan's external providers and if necessary, recommending change.

MOTION:

IT WAS MOVED BY P. HENDRIKSE AND SECONDED BY T. BLEANEY THAT THE BOARD OF DIRECTORS APPROVE THE PENSION COMMITTEE RECOMMENDATION THAT WE CONTINUE WITH THE CURRENT LIST OF EXTERNAL PROVIDERS FOR THE NEXT YEAR SUBJECT TO ANY CHANGE

THAT MAY BE REQUIRED DUE TO PERFORMANCE ISSUES OR IF THE PROJECT TO EXPLORE MERGING WITH HOOPP IS TERMINATED. CARRIED.

4.3 HUMAN RESOURCES STRATEGIC PLAN

The Human Resources Strategic plan for 2012-2015 identifies 3 strategic priorities: build a comprehensive talent management system; strengthen the health, safety and wellness culture; and, optimize HR's infrastructure and services. Within the plan 9 related goals, with specific actions, align with GRH's strategic themes, mission, vision and values.

The 2013 survey is in the RFQ stage and there was discussion about how to increase the physician survey response rate.

MOTION:

IT WAS MOVED BY P. HENDRIKSE AND SECONDED BY J. DEGANIS THAT THE GRAND RIVER HOSPITAL BOARD OF DIRECTORS APPROVE THE HUMAN RESOURCES STRATEGIC PLAN 2012-2015. CARRIED.

4.4 2013/14 COMMUNITY ACCOUNTABILITY PLAN

In order to meet the requirements from the Waterloo Wellington Local Health Integration Network (WWLHIN) under the Local Health System Integration Act, Board approval is required to approve the 2013/14 Community Accountability Plan (CAPS) between GRH and the WWLHIN for communication mental health programs.

MOTION:

IT WAS MOVED BY P. HENDRIKSE AND SECONDED BY D. FREEMAN THAT THE GRH BOARD OF DIRECTORS APPROVE THE 2013/14 COMMUNITY ACCOUNTABILITY PLAN (CAPS) REFRESH AND DELEGATE AUTHORITY TO MANAGEMENT TO ELECTRONICALLY FILE THE DOCUMENT WITH THE WATERLOO WELLINGTON LHIN. CARRIED.

5.0 GOVERNANCE

5.1 REPORT BY CHAIR OF THE GOVERNANCE COMMITTEE

On behalf of the Chair of the Governance Committee, D. Freeman advised that Governance Committee items would be highlighted during the in-camera portion of the meeting.

6.0 OTHER

6.1 Q2 OPERATING PLAN UPDATE

The second quarter progress report on operating plan objectives was provided in the Board package.

6.2 2012/2013 INTERNAL AUDIT PLAN

A list of proposed projects comprising the Internal Audit plan was previously reviewed and approved by the Audit Committee.

MOTION:

**IT WAS MOVED BY J. DEGANIS AND SECONDED BY B. HARRIS THAT THE BOARD OF DIRECTORS APPROVE THE ANNUAL INTERNAL AUDIT PLAN FOR 2012/2013.
CARRIED.**

7.0 EXECUTIVE HIGHLIGHTS

7.1 CHIEF OF STAFF REPORT

The Chief of Staff report was included in the Board package.

7.2 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.

7.3 FOUNDATION REPORT

The Foundation report was included in the Board package. D. Delamere advised that Chair of the WWLHIN expressed a desire to know about the funding directives that each hospital is engaged in and she is interested in meeting with the Chair of the GRH Foundation.

8.0 ITEMS FOR CONSENT

8.1 BOARD MINUTES OF SEPTEMBER 25, 2012

The revised September 25, 2012 minutes were included in the package.

8.2 BOARD MINUTES OF OCTOBER 23, 2012

The minutes from the October 23, 2012 meeting were included in the Board package.

8.3 BOARD MANUAL POLICY REVIEW

Changes to the following Board Manual policies were included in the Board package: Accountability Framework; Role Description – Director; Role Description – Non-Director; Board Appointment to MAC; and, Pension Plan Governance.

MOTION:

**IT WAS MOVED BY D. FREEMAN AND SECONDED BY P. HENDRIKSE 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 November 6, 2012 minutes of the Medical Advisory Committee were included in the Board package.

9.1.2 COMPENSATION AND EXECUTIVE RESOURCES COMMITTEE

The minutes from the October 25, 2012 meeting of the Compensation and Executive Resources Committee were included in the Board package.

9.1.3 GOVERNANCE COMMITTEE

The November 14, 2012 minutes and Board attendance report from the Governance Committee meeting were included in the package.

9.1.4 QUALITY AND PATIENT SAFETY COMMITTEE

Information items from the Quality and Patient Safety Committee that appeared in the Board package: minutes from the November 14, 2012 meeting, scorecard, Medication Safety Plan briefing note, and hospital standardized mortality ratio briefing note.

9.1.5 RESOURCES COMMITTEE

Minutes from the November 6, 2012 meeting of the Resources Committee, as well as the scorecard and financial report appeared in the Board package.

9.1.6 AUDIT COMMITTEE

The minutes from the November 8, 2012 meeting of the Audit Committee were included in the Board package.

9.2 BOARD WORK PLAN

The updated Board work plan was included in the Board package for information.

9.3 BOARD EDUCATION OPPORTUNITIES

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

9.4 DECEMBER AND JANUARY BOARD CALENDARS OF EVENTS

The December and January Board event calendars were included in the Board package.

9.5 GRH BOARD 2012/2013 MEETING SCHEDULE

The schedule of 2012/2013 GRH Board meetings was included in the Board package.

9.6 WWLHIN ITEMS

9.6.1 WWLHIN BOARD 2012 MEETING SCHEDULE

The schedule of 2012 WWLHIN Board meetings was included in the Board package.

10.0 ADJOURNMENT

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

Malcolm Maxwell,
Secretary

D'Arcy Delamere,
Chair