

**GRAND RIVER HOSPITAL  
MINUTES OF A PUBLIC MEETING  
OF THE BOARD OF DIRECTORS  
HELD ON MAY 27, 2014  
IN THE FREEPORT BOARDROOM**

**PRESENT:**

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

Hoediono, H.  
Maki, P.  
Olson, K.  
Paun, B.  
Schlegel, J.  
Wells, R.

**REGRETS:**

Hendrikse, P.  
Maxwell, M.  
Rice, K.  
Sharma, A.  
Vrbanovic, B.

**STAFF:**

Cheal, B.  
Karjaluo, M.  
Lillepold, A.

Mah, T.  
Rajaballey, J.  
Wren, D.

**GUEST:**

Verma, L.

**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 amended with the addition of item 6.2: MOTION: Declaration of CritiCall Compliance.

**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 provided in the Board package. On behalf of M. Maxwell, J. Rajaballey advised that while Grand River Hospital (GRH) promoted the clock launch in the Emergency Department (ED) and highlighted that GRH has the most improved ED performance in the province, the media chose not to cover the story. ED performance is the lead story in the upcoming edition of the ePulse.

**2.2 BOARD CHAIR**

Board Directors were encouraged to consider signing up for one or more of the on-line OHA modules, information on which was provided in a recent e-mail. Directors were reminded about the open invitation to attend Groves' annual meeting on June 17, at which Ted Ball is the featured speaker.

Information about the June 24 GRH Annual Corporate Meeting was provided and Directors were advised that the Notice of Meeting would be distributed to them during the break in the meeting. Consistent messaging will be used to advise staff, volunteers, physicians and members of the public that the purpose of this meeting is to address requirements as outlined in the Corporate By-law. The annual meeting on June 24 will be held from 3:00 – 3:30 p.m. in the VC2 Boardroom at the Freeport site and in the Fall a community event will be planned to highlight GRH programs and services.

Information regarding the May 21 Health Links session hosted by the Waterloo Wellington Community Care Access Centre (WWCCAC) advised that the session was almost identical in content to the session hosted in the Winter by GRH, Cambridge Memorial Hospital (CMH) and St. Mary's General Hospital (SMGH). The WWCCAC session included a wide range of health service provider organizations serving Waterloo Wellington.

In her closing remarks, T. Elop advised that the August meeting of the GRH Board was confirmed as August 12.

### **3.0 QUALITY**

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

G. Bellew conveyed highlights of the May Quality and Patient Safety Committee (QPS) meeting, one aspect of which focused on the surgery program's standardized pathways of care and role of GRH as sponsor of the surgical program council. On behalf of the Board a card of thanks will be sent to Joy Bevan who has recently retired from GRH.

An update informed that the regional lab project started 12 years ago and 4 years ago Groves went to market and chose another provider for microbiology lab services. CMH is the latest hospital to advise GRH that as a result of their recent RFP process, they will no longer procure lab services from GRH. Discussions with CMH will continue to explore opportunities for shared services.

### **4.0 RESOURCES**

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

T. Bleaney, on behalf of P. Hendrikse, provided a summary of discussion from the May meeting of the Resources Committee. At the meeting GRH's status on the 2012-2015 strategic plan, timelines and goals were reviewed and good progress in the first two years of the plan was noted. During the meeting an update on the medication safety plan was received.

### **5.0 GOVERNANCE AND OTHER COMMITTEES**

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

None.

**5.2 REPORT BY CHAIR OF THE COMMUNITY ENGAGEMENT COMMITTEE**  
None.

**5.3 REPORT BY CHAIR OF THE AUDIT COMMITTEE**

**5.3.1 AUDITED FINANCIAL STATEMENTS: CORPORATE AND KW PENSION PLAN**

One item of business at the May meeting of the Audit Committee was the review of the audited financial statements. As the 2014-2015 budget is finalized, one item for review is the contingency amount.

**MOTION:**

**IT WAS MOVED BY J. DEGANIS AND SECONDED BY D. DELAMERE THAT THE BOARD OF DIRECTORS ACCEPT THE AUDITED FINANCIAL STATEMENTS OF GRAND RIVER HOSPITAL CORPORATION FOR THE YEAR ENDED MARCH 31, 2014. CARRIED.**

The audited financial statements for the employees of the Kitchener-Waterloo pension plan were also reviewed at the May meeting.

**MOTION:**

**IT WAS MOVED BY J. DEGANIS AND SECONDED BY H. HOEDIONO THAT THE BOARD OF DIRECTORS ACCEPTS THE AUDITED FINANCIAL STATEMENTS OF THE PENSION PLAN FOR EMPLOYEES OF THE KITCHENER-WATERLOO HOSPITAL FOR THE YEAR ENDED DECEMBER 31, 2013 AS PRESENTED. CARRIED.**

**6.0 OTHER**

**6.1 JOINT HOSPITAL STRATEGIC PLANNING UPDATE**

A briefing note on the status of the joint CMH, GRH and SMGH hospital strategic planning work was included in the Board package. A common briefing note was prepared for review at the three hospitals' May Board meetings. The HayGroup was retained to conduct a common environmental scan, the results of which were discussed at a joint Board and executive member meeting on May 8. This session also focused on high level strategic matters including potential areas of future shared service collaboration.

At the June meeting of the Waterloo Hospitals' Collaborative Committee a full report of the environment scan phase will be reviewed. This work will be shared with the GRH Board at the June meeting and is expected to help inform GRH as it moves forward with its strategic plan renewal in 2015.

**6.2 DECLARATION OF CRITICAL COMPLIANCE**

A copy of the motion and background material relating to the requirement for the Board to provide authorization to the Chair to sign back the declaration of compliance with CriteCall was distributed at the meeting. The obligation for report

on compliance is mandated by the Ministry of Health and Long Term Care (MoHLTC) and GRH is compliant in all six areas. The six areas relate to: commitment to utilize CritiCall services; responsiveness to requests; adherence to provincial surge capacity protocols; regular updating of the Critical Care Information System; regular update of CritiCall's system; and, establishing on-call coverage for critical care.

**MOTION:**

**IT WAS MOVED BY D. FREEMAN AND SECONDED BY B. COLLINGWOOD THAT THE GRAND RIVER HOSPITAL BOARD OF DIRECTORS AUTHORIZE TRACY ELOP TO SIGN THE CRITICAL DECLARATION OF COMPLIANCE. 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 contained in the Board package. Highlights from the Falls report, which appears in the Board package as an item for information advised that GRH has seen a reduction in the number of falls, and if a fall occurs, there is better follow-up with patients and family members.

**7.2 FOUNDATION REPORT**

The Foundation report was included in the Board package. The Jeans'N'Scrubs event was a successful event, particularly in drawing a younger demographic.

**8.0 ITEMS FOR CONSENT**

**8.1 BOARD MINUTES OF APRIL 22, 2014**

The minutes of the public meeting held on April 22, 2014 were included in the package.

**8.2 STATEMENT OF INVESTMENT POLICIES AND PROCEDURES FOR THE PENSION PLAN FOR EMPLOYEES OF THE KW HOSPITAL**

**MOTION:**

**IT WAS MOVED BY P. MAKI 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 May 2014 public minutes of the Medical Advisory Committee were included in the package.

## **9.1.2 QUALITY AND PATIENT SAFETY COMMITTEE**

### **9.1.2.1 QPS MINUTES**

The QPS Committee public minutes from the May meeting were in the package.

### **9.1.2.2 SCORECARD**

The QPS scorecard was included in the package.

### **9.1.2.3 QUALITY ISSUES: FALLS**

A slide deck reporting on falls appeared in the package.

## **9.1.3 RESOURCES COMMITTEE**

### **9.1.3.1 MINUTES**

Minutes from the May 13 meeting of the Resources Committee were include in the Board package.

### **9.1.3.2 SCORECARD**

The Resources' scorecard was included in the package.

### **9.1.3.3 Q4 FINANCIAL REPORT**

The Q4 financial report was contained in the package.

### **9.1.3.4 SUMMARY OF MAJOR CAPITAL PROJECTS**

The summary of major capital projects was included.

## **9.1.4 GOVERNANCE COMMITTEE BOARD ATTENDANCE REPORT**

The report of Board attendance was included in the Board package.

## **9.1.5 WATERLOO HOSPITALS COLLABORATIVE COMMITTEE MINUTES**

WHCC minutes from May 12 were included in the package.

## **9.1.6 EXECUTIVE COMMITTEE MINUTES**

Minutes from the May 20 meeting of the Executive Committee were included.

## **9.2 BOARD WORK PLAN**

The Board work plan was included in the Board package.

## **9.3 BOARD EDUCATION OPPORTUNITIES**

A current list of Board education opportunities was included in the Board package. Attention was also drawn to the recent e-mail sent to promote on-line OHA educational courses.

## **9.4 JUNE BOARD CALENDAR OF EVENTS**

The June calendar of events appeared in the Board package.

**9.5 GRH BOARD 2014 MEETING SCHEDULE**

The schedule of GRH Board meetings was included in the package. The date of the August 2014 meeting was confirmed as August 12.

**9.6 WWLHIN ITEMS**

**9.6.1 WWLHIN BOARD MEETING SCHEDULE**

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

**10.0 ADJOURNMENT**

**THERE BEING NO FURTHER BUSINESS, IT WAS MOVED BY J. DEGANIS AND SECONDED BY B. COLLINGWOOD THAT THE PUBLIC MEETING BE ADJOURNED. CARRIED.**

The public meeting adjourned at 5:05 p.m.

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Malcolm Maxwell,  
Secretary

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Tracy Elop,  
Chair