

<b>Chair / Acting Chair:</b>	Dr. Ron McTavish
<b>Minutes taken by:</b>	Christine Wignall
<b>Appointed record custodian:</b>	Christine Wignall

## **OPEN SESSION**

**Voting Attendees:** Ms. J. Armitage, Ms. J. Phelan, Mr. J. O'Brien, Dr. R. McTavish, Ms. A. Atkinson, Bishop G. Bergie, Mr. D. Goulbourne

**Non- Voting Attendees:** Ms. J. Rufrano, Dr. J. Luce, Dr. R. Harb

**Also Present:** Ms. M.J. Johnson, Sister L. Dillon, Mr. D. Ceglie, Ms. L. Pay, Mr. T. Romaniuk

**Regrets:** Mr. F. Bagatto, Mr. L. Bruzzese, Mr. J. Pennachetti, Mayor W. Sendzik, Mr. W. Stayzer, Mr. G. Darte, Ms. J. Hansen

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### **1. Call to Order**

The Open Session meeting was called to order at 5 pm. Quorum was achieved.

#### **Opening Prayer**

Bishop Bergie opened the meeting with a prayer.

### **PRESENTATION**

#### **Oculys**

A presentation of the Oculys system dashboard was provided by David Ceglie. This technology provides real-time access to view information needed to make important patient flow decisions. Oculys has the capability for an integrated component between HDS and NHS, which will soon be active and will further assist both organizations to ensure that patients are receiving the right care, in the right place, at the right time. Physicians at both sites will be able to view the occupancy status at each organization.

### **2. Approval of the Meeting Agenda**

**Motion**            **Moved by:**            **Ms. A. Atkinson**  
                         **Seconded by:**        **Ms. J. Armitage**

**“That the meeting agenda of December 8, 2015, be approved as presented.”**

**CARRIED**

**3. Declaration of Conflicts**

This item allows trustees the opportunity, based on the approved agenda, to express a conflict of interest with any items. No conflicts were voiced or identified at this time.

**MINUTES OF THE LAST MEETING AND BUSINESS ARISING**

**4. Approval of the Open Session Board Minutes of November 10, 2015**

**Motion**                      **Moved by:**                      **Ms. J. Phelan**  
   **Seconded by:**                      **Mr. D. Goulbourne**

**“That the Open Session Board minutes dated November 10, 2015, be approved as presented.”**

**CARRIED**

**5. Business Arising**

-Recycling Activities

As a follow-up to previous discussion regarding costs associated with recycling, a report was provided for information.

**6. Policy Review**

**Naming Opportunities Policy**

The updated draft policy was pre-circulated. Comments from previous discussion have been incorporated into the document. A recommendation was made to include (from item 5.2), a list of existing named buildings/wings/rooms/areas being grandfathered, as ‘Schedule C’.

**Motion**                      **Moved by:**                      **Mr. D. Goulbourne**  
   **Seconded by:**                      **Ms. A. Atkinson**

**“That the Naming Opportunities Policy be approved subject to the inclusion of Schedule C, a list of existing named buildings/wings/rooms/areas being grandfathered.”**

**CARRIED**

**CONSENT AGENDA (includes Minutes, Reports & Information)**

**7. Approval of the Consent Agenda Items**

**Motion**            **Moved by:**            **Mr. J. O'Brien**  
                         **Seconded by:**       **Ms. J. Armitage**

**“That the Consent Agenda items be accepted and approved.”**

Key Points of Discussion

**Minutes:**

- Medical Advisory Committee – December 2, 2015

The minutes were presented and reviewed.

***“That the Medical Advisory Committee minutes dated December 2, 2015, be approved as presented.”***

- Audit Committee – November 26, 2015

The minutes were presented and reviewed. A presentation was made to the committee by Investment Planning Counsel Securities Corporation. The Committee will continue to discuss revisions to the Investment Policy over the next several meetings.

***“That the Audit Committee minutes dated November 26, 2015, be approved as presented.”***

***“That the appointment of Mr. Joseph O'Brien as Chair of the Audit Committee is endorsed.”***

- Quality Improvement Committee – November 19, 2015

The minutes were presented and reviewed. The Quality Improvement Plan and incident report statistics were shared. Patient satisfaction and CEO/patient interview results were reviewed.

As legislated by ECFAA, patient advisor representatives are being introduced to membership on the Quality Improvement Committee. An orientation session was held with the individuals this morning.

***“That the Quality Improvement Committee minutes dated November 19, 2015, be approved as presented.”***

**Reports:**

- Leadership

The report was presented and reviewed. Mary Jane was acknowledged for successfully competing in the Pearl Gloves fundraiser.

- Chief of Staff
- No report.

A vote to approve the Consent Agenda items was taken and the motion was **CARRIED.**

## **NEW / OTHER BUSINESS**

### **8. New / Other Business**

#### *8.1 Pre-circulated correspondence via email:*

- OHA GCE Education Offerings
- OHA Board of Directors Update
- Spirit Award Memo
- LHIN Memo, Syrian Refugee Crisis
- The Spirit, December 2015
- Christmas Tree Lighting Memo

Received for information.

#### *8.2 Included:*

- Email, AAC Feedback
- Bed Availability, November 2015

Positive feedback on the hospitals' AAC program was received.

#### *8.3 Letters of Thanks*

Letters of thanks were pre-circulated via email.

#### *8.4 Updated Investment Forms (Watt Carmichael)*

A request from Watt Carmichael was received asking for updated client information documentation to be completed. The forms require the application of the corporate seal.

<b>Motion</b>	<b>Moved by:</b>	<b>Mr. D. Goulbourne</b>
	<b>Seconded by:</b>	<b>Ms. A. Atkinson</b>

**“That the Board of Trustees approves the application of the corporate seal to the updated Watt Carmichael client account documentation.”**

**CARRIED**

The Chair concluded the Regular meeting at 5:35 p.m. and moved to the In-Camera Meeting.

**9. In-Camera Session**

**Motion**            **Moved by:**            **Mr. D. Goulbourne**  
                         **Seconded by:**        **Ms. A. Atkinson**

**“That the meeting move to an in-camera session to discuss/approve the in-camera minutes of November 10, 2015 and the in-camera committee minutes.”**

**Chair’s Report on the In-Camera Session**

**The Board moved to an in-camera session at 5:35 p.m. and approved the in-camera minutes of November 10, 2015, and the in-camera committee minutes and returned to an open session at 5:45 p.m.**

**Moved by:**            **Mr. D. Goulbourne**  
**Seconded by:**        **Ms. A. Atkinson**

**“That the Report of the Chair on the In-Camera Session be adopted”**

**CARRIED**

**10. Adjournment**

The meeting adjourned at 5:45 p.m.

Next Meeting:            January 19, 2016 at 5 p.m.  
                         Guest Presenter: Dr. Kevin Smith, President & CEO St. Joseph’s Health System  
                         HDS Boardroom