

<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:** Mr. L. Bruzzese, Dr. R. McTavish, , Bishop G. Bergie, Mr. D. Goulbourne, Mr. J. O'Brien, Mr. J. Pennachetti, Mr. W. Sendzik

**Non- Voting Attendees:** Sister L. Dillon, Ms. J. Rufrano, Ms. C. Bergeron, Dr. J. Luce, Dr. R. Harb, Ms. Mary M. Murphy

**Also Present:** Mr. K. Vallier

**Regrets:** Mr. F. Bagatto, Mr. P. McAllister, Mr. J. Nitsopoulos, Ms. J. Phelan  
Ms. L. Pay

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

The Open Session meeting was called to order at 5:08 pm. Quorum was achieved.

#### **Opening Prayer**

Bishop Bergie opened the meeting with a prayer.

#### **2. Presentation**

##### Point of Care Clinical Access & Patient Entertainment System

Trustees were invited to attend a demonstration of the Point of Care Clinical Access & Patient Entertainment System held prior to the meeting.

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

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

**“That the meeting agenda of May 14, 2013, be approved as presented.”**

**CARRIED**

**4. 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**

**5. Approval of Open Session Board Minutes of April 9, 2013**

**Motion**            **Moved by:**            **Mr. J. Pennachetti**  
                         **Seconded by:**        **Mr. L. Bruzzese**

**“That the Open Session Board minutes dated April 9, 2013 be approved as presented.”**

**CARRIED**

**6. Business Arising**

-Catholic Health International Letter, April 22, 2013

A letter from CHI was received indicating that the corporate members have endorsed the 2013/14 Capital Budget and the signing of the Auditors Engagement letter.

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

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

**Motion**            **Moved by:**            **Mr. D. Goulbourne**  
                         **Seconded by:**        **Mr. J. O’Brien**

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

**Key Points of Discussion**

- Audit Committee – May 9, 2013

-The minutes were distributed at the table.  
-Details of the annual audit process were provided  
-The Executive Office Reduction Compliance Report was presented and discussed.  
Over the two-year period, expenses were reduced by over 10%.

***“That the Audit Committee minutes dated May 9, 2013 be approved as presented.”***

***“That the Board of Trustees recognizes that the hospital has complied with the requirement to reduce 5% executive office expenses in 2011/12 with the remaining 5% reduced in 2012/13 and endorses the signing and***

***submission of the Executive Office Reduction Compliance Report to the HNHB LHIN.”***

- Medical Advisory Committee – April 24, 2013
- The minutes presented and reviewed
- The corporate Medical Staff policies are currently under review and revision as required

***“That the Medical Advisory Committee minutes dated April 24, 2013 be approved as presented.”***

Reports:

-Leadership

- Out-patient survey results (Audiology, Neurology, and Stroke) were presented
- Daily teleconference calls are being held with the NHS to address the lack of in-patient referrals and to identify admission barriers. Weekly updates are being provided to the HNHB LHIN.
- A recent guest speaker at Hotel Dieu Shaver shared stories with patients and staff regarding his extreme adventure activities as an amputee including being the first person with a disability to climb Mount Everest.
- The monthly employee incident summary was provided for information

-Chief of Staff

- Through an audit process, the Medical Advisory Committee has identified an improvement to physician progress note charting
- Hotel Dieu Shaver is pleased to provide a summer observership placement to a Brazilian medical student enrolled at Brock University through the Science Without Borders Program.

-Foundation

- The Foundation Wish List has been distributed broadly to donors and organizations and several donations have been received
- The Parkinson’s Rehab Clinic announcement was discussed
- The ‘grateful patient’ program has been implemented and is functioning within the legislated process for communicating with former hospital patients
- The Foundation is moving forward with fundraising activity plans and is cultivating and building relationships with donors
- New Foundation board members are in place

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

## **NEW / OTHER BUSINESS**

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

#### Pre-circulated correspondence via email:

- OHA CBC's Vital Signs 'Rate My Hospital'
- HOOPP 2012 results
- The Torch, April
- Guest Speaker at HDS (T. Whittaker) notice
- OHA re: Ontario Budget
- Memo, Parkinson's Rehab Clinic

The pre-circulated correspondence was accepted for information.

#### Included:

- Broader Public Sector Accountability Act Attestation 2012/13
- Clinical Connect Integration Status
- Slow Paced Rehab Pilot Statistics
- Bed Availability April 2013

The BPSAA directive for hospitals which includes a report on consultant use, posting of expenses and attestation form was reviewed and discussed. The document must be submitted annually to the HNHB LHIN.

**Motion**            **Moved by:**            **Mr. W. Sendzik**  
                         **Seconded by:**        **Mr. J. O'Brien**

**“That the Board of Trustees endorses the signing and submission of the 2012/13 BPSAA Attestation document as presented.”**

## **CARRIED**

### Letters of Thanks

Letters of thanks were circulated at the table for information.

### Augmentative and Alternative Communication Program

Hotel Dieu Shaver has received approval and funding to support Augmentative and Alternative Communication services in 2013/14. This is an exciting program involving qualified staff supporting patients with severe speech or language problems with special augmentative aids.

Meet and Greet

Trustees discussed plans to host a meet and greet with the new members of the NHS Board of Directors. A tour of Hotel Dieu Shaver could be provided to highlight the various post-acute services available at HDS.

Tour of Former Hotel Dieu Hospital

A tour of the former hospital property on Ontario Street will be done this week to determine if items claimed by Hotel Dieu at the time of transfer in 2005, including stained glass windows, will now be retrieved prior to the buildings' transfer of ownership.

**9. In-Camera Session**

**Motion**                      **Moved by:**                      **Mr. J. O'Brien**  
   **Seconded by:**                      **Mr. L. Bruzzese**

**“That the meeting move to an in-camera session to approve/discuss the in-camera minutes of April 2013, the in-camera minutes of the Audit Committee of May 2013 including the Draft Audited Financial Statements for the years ended March 31, 2013 and 2012, and the Medical Advisory Committee of April 2013 at 5:45 p.m.”**

**CARRIED**

**9.1 Chair's Report on the In-Camera Session**

The Board moved to an in-camera session at 5:45 p.m. to approve/discuss the in-camera minutes of April 2013, the in-camera minutes of the Audit Committee of May 2013 including the Draft Audited Financial Statements for the years ended March 31, 2013 and 2012, and the Medical Advisory Committee of April 2013 and returned to an open session at 6:10 p.m.

**Moved by:**                      **Mr. J. O'Brien**  
**Seconded by:**                      **Mr. L. Bruzzese**

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

**CARRIED**

**10. Adjournment**

The meeting adjourned at 6:25 p.m.