

<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, , Ms. J. Phelan, Ms. J. Armitage, Mr. J. Pennachetti

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

**Regrets:** Mr. F. Bagatto, Mr. W. Sendzik, Sister L. Dillon, L. Pay

**Absent:** Mr. J. Nitsopoulos

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

The Open Session meeting was called to order at 5:05 pm. Quorum was achieved.

#### **Opening Prayer**

Bishop Bergie opened the meeting with a prayer.

#### **2. Presentation**

- The Parkinson's Rehab patient testimonial video was presented.
- Photos of the Neuro 1 Treatment Area renovations were presented.

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

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

**“That the meeting agenda of September 17, 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 June 11, 2013**

**Motion**                      **Moved by:**                      **Bishop G. Bergie**  
   **Seconded by:**                      **Ms. J. Phelan**

**“That the Open Session Board minutes dated June 11, 2013 be approved as presented.”**

**CARRIED**

**6. Business Arising**

-Catholic Health International letter, June 18, 2013

Resolutions carried from the Catholic Health International annual meeting held on June 12, 2013 were presented and received for information. Trustees were requested to review the correspondence to ensure accuracy specific to their committee appointments, etc.

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

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

**Motion**                      **Moved by:**                      **Ms. J. Phelan**  
   **Seconded by:**                      **Ms. J. Armitage**

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

**Key Points of Discussion**

- Audit Committee – no meeting  
H-SAA Extension

-The Hospital Service Accountability Amending Agreement (H-SAA) which extends the term of the 2013/14 H-SAA to March 31, 2014, was presented.

-Funding details for fiscal year 2013/14 under the Health System Funding Reform (HSFR) have been received and will be presented to the Audit Committee this month. It was noted that additional base funding has been granted

***“That the H-SAA Amendment to March 31, 2014, be approved”***

- Medical Advisory Committee – June 26, 2013

-The minutes dated June 26, 2013 were presented.

-Various clinical policies and forms have been updated as part of the Accreditation preparation process.

***“That the Medical Advisory Committee minutes dated June 26, 2013 be approved as presented.”***

- Quality Improvement Committee – August 20, 2013
  - QIP 1<sup>st</sup> Quarter Results
  - NRC Picker Rehab Survey (Oct/12-Mar/13) Executive Summary
  - Quality Projects

-The minutes dated August 20, 2013, were presented and discussed.

-The QIP 1<sup>st</sup> Quarter results were presented. All targets and indicators are being met. A reduction in patient restraints is evident. Risk of patient falls and initiatives in place to reduce falls were examined.

-The NRC Picker Rehab Satisfaction Survey (Oct/12-Mar/13) Executive Summary and trend report were presented and discussed. Lower scores will be reviewed to consider improvement possibilities. A recommendation was made to include the number of respondents to the survey on the trend report.

-The Accreditation Survey was discussed. The surveyors were complimentary of the hospital's numerous patient safety initiatives, the Board's commitment, and the diligent work of staff in preparing for the Accreditation process. Recognition of staff was discussed but deferred until the final result is received. Discussion was held regarding *sustaining organizational greatness* moving forward. It was noted that both the nursing and rehab programs will be developing strategic plans.

-An internal Quality Projects document has been produced and was presented for information. The I-EQUIP Program, a collaborative project, will partner university medical students with health professionals to promote an improved understanding of quality improvement projects.

***“That the Quality Improvement Committee minutes dated August 20, 2013, be approved as presented.”***

- Strategic Planning & Governance Accreditation Sub-Committee minutes – August 22, 2013

-The minutes dated August 22, 2013 were presented for information.

***“That the Strategic Planning & Governance Accreditation Sub-Committee minutes be approved as presented.”***

Reports:

-Leadership

- The Augmentative and Alternative Communication Program will host an Open House in November.
- An update was provided on the bed situation and ongoing communication with the LHIN and NHS in this regard.
- An update was provided on the rehab capital project status.

-Chief of Staff

- An update on the Parkinson's Rehab Program was provided.

-Foundation

- The Grateful Patient Program has received some donations. A review of program expense versus revenue will be conducted.
- The funds received for the Parkinson's Rehab Program were outlined.
- Donations received as a result of the Annual Report mailing were detailed.
- The Black Ice Gala will be held on November 2<sup>nd</sup>. Further details will be provided.
- Interviews were conducted for the shared Foundation Executive Director and Hospital Communications position. The successful candidate will begin in October.

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:

- The Spirit, May 2013
- CHAO newsletter, July 2013
- OTN Annual Report 2012/13
- Respiratory Outbreak Notice
- MRSA Outbreak Notice
- The Torch
- H-SAA Communique #5
- Regional Lab Announcement

The pre-circulated correspondence was accepted for information.

Included:

- MS Quarterly Review
- OTN, 1<sup>st</sup> Quarter Report 2013/14

The correspondence was received for information.

Letters of Thanks

Letters of thanks were circulated at the table for information.

The Chair concluded the Regular meeting and moved to the In-Camera Meeting.

**9. In-Camera Session**

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

**“That the meeting move to an in-camera session to approve/discuss the in-camera minutes of June 2013, the in-camera minutes of the Medical Advisory Committee of June 2013, and the Quality Improvement Committee of August 2013, at 6:10 p.m.”**

**CARRIED**

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

The Board moved to an in-camera session at 6:10 p.m. to approve/discuss the in-camera minutes of May 2013, the in-camera minutes of the Medical Advisory Committee of June 2013, the Quality Improvement Committee of August 2013, discussed a personnel issue and endorsed signing authority for a hospital investment and returned to an open session at 6:40 p.m.

**Moved by:**                      **Ms. J. Phelan**  
**Seconded by:**                      **Bishop G. Bergie**

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

**CARRIED**

**10. Adjournment**

The meeting adjourned at 6:40 p.m.