

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

OPEN SESSION

Voting Attendees: Mr. L. Bruzzese, Mr. W. Sendzik, Ms. J. Phelan, Mr. J. O'Brien, Dr. R. McTavish, Mr. D. Goulbourne, Ms. A. Atkinson, Mr. J. Pennachetti

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

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

Regrets: Ms. J. Armitage, Mr. F. Bagatto, Bishop G. Bergie, Mr. W. Stayzer, Mr. T. Romaniuk

1. Call to Order

The Open Session meeting was called to order at 5:10 pm. Quorum was achieved.

Opening Prayer

Sister Louise Dillon opened the meeting with a prayer.

David Ceglie and Jennifer Hansen were welcomed to the meeting.

2. Approval of the Meeting Agenda

Motion **Moved by:** **Mr. L. Bruzzese**
 Seconded by: **Ms. J. Phelan**

“That the meeting agenda of September 18, 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 June 9, 2015

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

“That the Open Session Board minutes dated June 9, 2015, be approved as presented.”

CARRIED

5. Business Arising

There was no business arising.

6. Policy Review

Naming Opportunities

Deferred to the next meeting.

Nominating, Board Membership & Evaluation Committee Policy Update

-The corporation has revised the policy to clarify the status of the Advisory Committee members to coincide with the Administrative Bylaws under the Canada Not-For-Profit Corporations Act. The revision, the last paragraph, was outlined and approved.

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

“That the revised Nominating, Board Membership & Evaluation Committee Policy be approved as presented.”

CARRIED

Pledge of Confidentiality & Policy

The hospitals' Confidentiality Policy has recently been updated to include new requirements issued by the Office of the Privacy Commissioner. Changes include the inclusion of trustees within the policy and the requirement for annual sign-offs of the Privacy and Confidentiality Agreement. This sign-off is an acknowledgement to comply with the duties and obligations of the agreement and applicable legislation including the Personal Health Information Protection Act and Freedom of Information and Protection of Privacy Act.

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

“That the Board of Trustees approves the revised Pledge of Confidentiality and Privacy and Confidentiality Agreement, as presented.”

CARRIED

CONSENT AGENDA (includes Minutes, Reports & Information)

7. Approval of the Consent Agenda Items

Motion **Moved by:** **Ms. A. Atkinson**
 Seconded by: **Mr. J. O’Brien**

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

Key Points of Discussion

Minutes:

- Audit Committee – September 10, 2015

The minutes were presented and reviewed. Representatives from the investment firms will meet with Audit Committee members during the fall to review the hospitals Investment Policy and review investment portfolios. Monthly investment reports will now including an executive summary. The monthly financial report ending July 2015 was provided for information.

“That the Medical Advisory Committee minutes dated September 10, 2015, be approved as presented.”

- Medical Advisory Committee – June 24, 2015

The minutes were presented and reviewed. Discussion was held regarding difficult patient placements and the resulting system backlogs.

“That the Medical Advisory Committee minutes dated June 24, 2015, be approved as presented.”

- Quality Improvement Committee – August 20, 2015

The minutes were presented and reviewed. Two new regulations under the Excellent Care for All Act, one requiring the designation of a patient relations delegate and the engagement of patients/caregivers in the complaint process and the other requiring patient engagement in the development of the Quality Improvement Plan, were discussed and are being addressed by staff.

The Q1 Quality Improvement Plan was presented for information. Targets are being met.

Incident reports for the first quarter of 2015/16 were reviewed.

CEO / patient interviews are assisting the organization with first-hand patient satisfaction feedback.

“That the Quality Improvement Committee minutes dated August 20, 2015, be approved as presented.”

- Strategic Planning & Governance Accreditation Sub-Committee – August 20, 2015

The minutes were presented and reviewed. The Committee met to discuss the development of the next strategic plan and for various reasons suggested that the plan be put on hold.

“That the Strategic Planning & Governance Accreditation Sub-Committee minutes, dated August 20, 2015, be approved as presented.”

Reports:

- Leadership
 - The report was reviewed. Highlights of discussion included the HDS 10th Anniversary celebration and the Home First Refresh programs’ aim at early communication with patients regarding their discharge.
- Chief of Staff
 - The report was reviewed.
- Foundation
 - Foundation updates were included within the Leadership 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 Bulletin, Integrated Funding Models
- LHIN, ALC Summary, July 2015

Received for information.

8.2 Included:

- Bed Availability, July & August 2015
- LHIN feedback re: OTN service expansion

Received for information.

8.3 *Letters of Thanks*

Letters of thanks were circulated at the table for information.

8.4 *Other*

-2015/16 Board Meeting Schedule

The planned meeting schedule was presented for discussion. Nine meeting dates are scheduled. A recommendation was made to schedule a meeting in April 2016 and cancel if it is not needed.

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

“That the 2015/16 Board Meeting schedule be revised to include an April 2016 meeting date.”

Eight votes were registered.

Two affirmative.

Six against.

Motion was not carried.

-Board Committee Membership Update

A revised Board Committee membership listing was provided in light of substitutions required during a staff member absence. The document was approved as presented.

-Catholic Health Fall Leadership Meeting

Hotel Dieu Shaver will host the Fall Leadership meeting in St. Catharines, October 7 – 9, 2015.

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. J. O’Brien**
 Seconded by: **Ms. A. Atkinson**

“That the meeting move to an in-camera session to discuss/approve the in-camera minutes of June 9, 2015, the in-camera committee minutes and review the draft 2015/16 operating budget.”

CARRIED

10.1 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 June 9, 2015, the in-camera committee minutes and reviewed the draft 2015/16 operating budget and returned to an open session at 6:05 p.m.

Moved by: Mr. J. O'Brien
Seconded by: Mr. A. Atkinson

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

CARRIED

10. Adjournment

The meeting adjourned at 6:05 p.m.

Next Meeting: October 13, 2015
Boardroom
Group Photo will be taken