

<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, Dr. R. McTavish, Ms. J. Phelan, Mr. B. Lawler, Mr. F. Bagatto, Mr. L. Anderson, Mr. G. Leach

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

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

**Regrets:** Mr. P. Brown, Mr. J. Pennachetti, Ms. A. Atkinson, Bishop G. Bergie, Mr. D. Goulbourne, Mr. G. Dart, Ms. L. Pay, Ms. N. Medulun-Burke

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

The Open Session meeting was called to order at 5:05 p.m. Quorum was achieved at 5:20 p.m.

#### **Opening Prayer**

Sister Louise opened the meeting with a prayer.

#### **Presentation – Hospital Services Video**

A video presentation was provided. Videos and patient stories are also available on the hospital website.

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

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

**“That the meeting agenda of April 11, 2017, be approved as presented.”**

**CARRIED**

#### **Abbreviation List**

An abbreviation/acronym list was included in the package for information.

### **Board Structure**

The updated Board structure document was included for information.

### **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 at this time.

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

### **4. Approval of the Open Session Board Minutes of February 14, 2017**

The Chair asked if any amendments or additions to the minutes were required and hearing none voiced, declared the minutes dated February 14, 2017 APPROVED.

Email poll records for March 14<sup>th</sup> related to the approval of the Quality Improvement Plan and March 20<sup>th</sup> for the approval of the H-SAA were presented.

### **5. Business Arising**

There was no business arising.

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

### **6. Approval of the Consent Agenda Items**

<b>Motion</b>	<b>Moved by:</b>	<b>Ms. J. Armitage</b>
	<b>Seconded by:</b>	<b>Mr. B. Lawler</b>

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

### Key Points of Discussion

#### **Minutes:**

- Audit Committee – February 27 and March 20, 2017
  - monthly Financial Report ending January 31, 2017
  - Horizon Utility
  - Diagnostic Imaging
  - Insurance Review
  - 2017/18 Capital Budget

The minutes and attachments were presented and reviewed.

The auditors from KPMG attended the February meeting to present the audit planning report and the engagement letter. The Audit Committee also endorsed the appointment of KPMG for the ensuing year.

Mr. Brown and Mr. Lawler will work together to oversee the investment portfolio.

A situation involving a faulty hydro meter and the additional incurred and go-forward costs were outlined.

Hotel Dieu Shaver has been informed by the Canadian Coalition for Green Health Care that we have ranked among the top 5 overall scorers for this year's Green Hospital Scorecard program, including top scores in the Water section.

Changes to Diagnostic Imaging services at HDS were presented. These changes include closing the in-house x-ray department and using a contracted service provider.

An insurance coverage update was provided for information.

The 2017/18 Capital Budget totaling \$757,386 was presented, approved, and will be submitted to the Foundation.

***“That the Audit Committee minutes dated February 27, 2017, be approved as presented.”***

***“That the Audit Committee minutes dated March 20, 2017, be approved as presented.”***

***“That the Board of Trustees endorses the recommendation to appoint KPMG for the ensuing year, fiscal 2017.”***

***“That the Board of Trustees endorses the 2017/18 Capital Budget totaling \$757,386.”***

- Medical Advisory Committee Minutes – March 15, 2017

The minutes were presented and reviewed.

***“That the Medical Advisory Committee minutes dated March 15, 2017, be approved as presented.”***

- Quality Improvement Committee – February 16, 2017

The minutes were presented and reviewed. Quality improvement initiatives continue and incident reports continue to be closely monitored and evaluated.

***“That the Quality Improvement Committee minutes dated February 16, 2017, be approved as presented.”***

- Governance Accreditation & Strategic Planning Sub Committee – March 7, 2017

The minutes were presented and reviewed.

The committee is working on the accreditation standards and is utilizing a stop light (red, yellow, green) system to record the status.

The committee reviewed the bylaws to determine reporting structure and status. In order for the committee to become a standing committee of the Board, bylaw changes would be required through Industry Canada. It was recommended that the committee status be changed from sub-committee to

ad hoc committee, thereby changing the reporting structure directly to the Board of Trustees and this was endorsed.

There has been no work completed on the Strategic Plan objectives at this time.

***“That the Governance Accreditation & Strategic Planning Sub Committee minutes dated March 7, 2017 be approved.”***

***“That the Board of Trustees endorses the recommendation to establish the Governance Accreditation & Strategic Planning Committee’s designation as an Ad-Hoc Committee of the Board, with direct reporting to the Board of Trustees.”***

#### **Reports:**

- Leadership
  - The March Leadership Report was provided for information
- Chief of Staff
  - The April Chief of Staff Report was presented and reviewed.
- Foundation
  - The Foundation’s March Report was provided for information. The monthly activity calendar is proving itself to be very useful and has increased Board attendance at various functions.

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

#### **NEW / OTHER BUSINESS**

##### **7. New / Other Business**

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

- ALC, December 2016 & January 2017
- The SPIRIT, February & March 2017
- March Event Calendar
- Many Hands Project fundraisers
- OHA, Chair’s Report
- OHA Governance Education Centre Offerings, March
- Outdoor Signage memo
- The Torch, Winter 2017
- LHINsight, April 2017

The correspondence was received for information.

7.2 *Included:*

- March Bed Occupancy
- BPSAA, Annual Compliance Attestation

The annual Broader Public Sector Accountability Act Attestation on the use of consultants, lobbyists, procurement directives and compliance with applicable expense claims was presented, reviewed and endorsed for sign-off noting that there are no material exceptions to the attestation.

<b>Motion</b>	<b>Moved by:</b>	<b>Mr. L. Anderson</b>
	<b>Seconded by:</b>	<b>Mr. B. Lawler</b>

**“That the Board of Trustees endorses the sign-off of the annual Broader Public Sector Accountability Act Attestation form regarding the use of consultants, lobbyists, procurement directives and compliance with applicable expense claims.”**

**CARRIED**

7.3 *Letters of Thanks*

Letters of thanks were circulated for review at the table.

The Chair concluded the Regular meeting at 5:30 p.m. and moved to the In-Camera Meeting.

**8. In-Camera Session**

<b>Motion</b>	<b>Moved by:</b>	<b>Mr. G. Leach</b>
	<b>Seconded by:</b>	<b>Mr. B. Lawler</b>

**“That the meeting move to an in-camera session to discuss/approve the previous in-camera minutes, the in-camera committee minutes, to receive an update on the partnership opportunity and discuss the annual CEO evaluation process.”**

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

**The Board moved to an in-camera session at 5:30 p.m. and approved the previous in-camera minutes and the in-camera committee minutes, received a partnership opportunity update, discussed the annual CEO evaluation process and endorsed a motion in this regard.**

<b>Moved by:</b>	<b>Mr. G. Leach</b>
<b>Seconded by:</b>	<b>Mr. B. Lawler</b>

**“That the Board of Trustees, with respect to the distribution of the CEO evaluation results, and having read the letter from Dr. Stewart dated March 21/17, authorizes the Nominating, Board Membership & Evaluation Committee to receive the results**

**by email in advance of the meeting, to be held confidential by the Committee members, and to provide the results in a verbal summary to the Board of Trustees.”**

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

**CARRIED**

**9. Adjournment**

The meeting adjourned at 6:45 p.m.

Next Meeting: Tuesday, May 16, 2017, 5 pm