

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

OPEN SESSION

Voting Attendees: Mr. L. Anderson, Ms. J. Armitage, Ms. A. Atkinson, Mr. F. Bagatto, Dr. R. McTavish, Ms. J. Phelan, Mr. P. Brown, Mr. J. Pennachetti, Mr. G. Darte, Mr. G. Leach

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

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

Regrets: Bishop G. Bergie, Mr. D. Goulbourne, Ms. J. Hansen, Dr. R. Harb

1. Call to Order

The Open Session meeting was called to order at 5 p.m. Quorum was achieved. A roundtable introduction session was completed.

Opening Prayer

Sister Louise opened the meeting with a prayer.

Presentation: Patient Story

The Snowflakes and Angels patient video story was presented. The Foundation has reached \$100,000 in donations to the Christmas Campaign.

2. Approval of the Meeting Agenda

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

“That the meeting agenda of December 13, 2016, 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 8, 2016

Motion **Moved by:** **Mr. L. Anderson**
 Seconded by: **Mr. P. Brown**

“That the Open Session Board minutes dated November 8, 2016, be approved as presented.”

CARRIED

5. Business Arising

-Catholic Health International Correspondence

Correspondence dated October 4, 2016 was presented and reviewed. The election of new trustees at the corporate annual meeting is acknowledged.

CONSENT AGENDA (includes Minutes, Reports & Information)

6. Approval of the Consent Agenda Items

Motion **Moved by:** **Ms. J. Phelan**
 Seconded by: **Mr. F. Bagatto**

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

Key Points of Discussion

Minutes:

- Audit Committee Minutes – November 21, 2016
 - Monthly Financial Report ending October 31, 2016
 - Comparison October 2015 to October 2016

The minutes were presented and reviewed. The financial comparison document, a mere \$891 increase in spending over the same period last year, was recently presented at the quarterly meeting with the HNHB LHIN as it clearly highlights the organizations cost containment efforts. The LHIN was sympathetic to the HDS situation with the funding formula and indicated that they will approach the Ministry of Health regarding a funding review.

“That the Audit Committee minutes dated November 21, 2016, be approved as presented.”

- Quality Improvement Committee Minutes – November 17, 2016

The minutes were presented and reviewed. The challenges associated with meeting pressure ulcer targets in the Quality Improvement Plan were outlined. The Q2 incident report, including patient falls, was reviewed which prompted further discussion regarding restraints, patient alarms, supervision, education and the expectation that rehab patients tend to experience a greater number of falls.

“That the Quality Improvement Committee minutes dated November 17, 2016 be accepted for information.”

- Governance, Accreditation & Strategic Planning Sub-Committee, December 6, 2016

The minutes were presented and reviewed. Accreditation standards continue to be reviewed. Minor changes were made to the Strategic Plan placemat but this will be prepared for the January Board meeting. The Strategic Plan will be made available to visitors touring the facility, posted in the building and available on the hospital website.

“That the Governance, Accreditation & Strategic Planning Sub-Committee minutes dated December 6, 2016, be approved as presented.”

Reports:

- Mohawk Shared Services & Medbuy Update
 - A message from Mohawk Shared Services dated November 11th was provided for information. The history and current role of Mohawk within the HNHB LHIN was outlined. It is not anticipated that any cost savings will be realized for HDS until all back office functions are operative. Discussion was held regarding the current purchase service contract arrangements for ICT services provided by Niagara Health.
- Leadership
 - The hospital's work to drive best practice in stroke rehabilitation was acknowledged.
 - Staff members continue to contribute to the annual winter Community Care toy, coat and food drive.
- Chief of Staff
 - no report
- Foundation
 - The Foundation has exceeded their goal for the Snowflakes and Angels Christmas Campaign. The tremendous work of the Foundation staff was recognized.
 - The Rankin Celebrity Ice Cup event is scheduled in February.
 - Participation in the Santa Parade and Tree Lighting has helped to raise awareness of the Hotel Dieu Shaver Foundation Christmas fundraiser.

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

NEW / OTHER BUSINESS

7. New / Other Business

7.1 Pre-circulated correspondence via email:

- Ontario Hospital Association, GCE Educational Offerings, Nov & Dec
- The SPIRIT, November
- Invitation, Santa Parade & Tree Lighting

Received for information.

7.2 Included:

- Bed Occupancy, November

The daily bed census for November was presented. An update on the Rehab Care Alliance capacity plans for current and future bedding was provided. This initiative will standardize streams and reclassify beds. Hotel Dieu Shaver is involved in the bed mapping process and reclassification may have a significant impact on our rehab capital expansion project. Further updates will be provided in the spring.

Discussion was held regarding ongoing transfers of complex patients back to the Emergency Room and the benefits that bed reclassifications could provide to both acute and non-acute hospitals.

7.3 Letters of Thanks

When available, letters of thanks are pre-circulated via email.

The Chair concluded the Regular meeting at 6:15 p.m. and moved to the In-Camera Meeting.

8. In-Camera Session

Motion	Moved by:	Ms. A. Atkinson
	Seconded by:	Mr. G. Dart

“That the meeting move to an in-camera session to discuss/approve the previous in-camera minutes, the in-camera committee minutes, the 2017/18 Hospital Annual Planning Submission, a critical incident report, and receive a partnership opportunity update.”

Chair’s Report on the In-Camera Session

The Board moved to an in-camera session at 6:15 p.m. and approved the previous in-camera minutes and the in-camera committee minutes, received the critical incident report, the 2017/18 Hospital Annual Planning Submission and a partnership opportunity update.

Moved by: Ms. A. Atkinson
Seconded by: Mr. G. Darte

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

CARRIED

9. Adjournment

The meeting adjourned at 6:40 p.m.

Next Meeting: Tuesday, January 10, 2017, 5 pm