

Chair / Acting Chair:	Ms. Betty-Lou Souter
Minutes taken by:	Christine Wignall
Appointed record custodian:	Christine Wignall

OPEN SESSION

Voting Trustees: Mr. B. Lawler, Ms. B.L. Souter, Mr. P. DiPaola, Mr. J. Rollo, Ms. A. Atkinson, Ms. N. Medulun-Burke, Ms. M. Woodhead, Bishop G. Bergie, Mr. G. Leach, Mr. F. Bagatto

Non- Voting Trustees: Dr. D. Ceglie, Ms. J. Hansen, Dr. W. Reimer

Also Present: Sister L. Dillon, Mr. R. Mauro, Dr. Z. Ismail, Mr. B. Smith, Manager, PR/Comms, Ms. K. Manzi

Guest: Ms. Zainab Awad, Niagara Health Manager of Health Equity

Regrets: Mr. P. Brown, Ms. A. Carter, Dr. G. Arvinte

Land Acknowledgement Statement:

Let us take a moment to recognize and show our respect for the Indigenous Peoples on whose land we live and work. Hotel Dieu Shaver Hospital is situated on treaty land in Niagara. This land is steeped in the rich, traditional history and is the territory of Anishinaabeg (ah-ni-shi-nah-bay), Haudenosaunee (hoe-D-no-show- knee), and Attawandaron (atta-wan-da-ron) peoples. This territory is covered by the Upper Canada Treaties and the Dish with One Spoon Wampum Agreement. We recognize and deeply appreciate their historic connection to this territory and the contributions of Métis, Inuit, and other Indigenous peoples, in both shaping and strengthening the community in which we all live. May we continue to reconcile and flourish collectively.

Decision Making Matrix / Reserved Powers

The Corporate Decision Making Matrix and Reserved Powers of the Members of the Corporation are included in the package for information and reference.

1. Call to Order & Opening Prayer

The meeting was called to order. Quorum was achieved. Bishop Bergie opened the meeting with a prayer.

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 expressed at this time.

Presentation – Prioritizing Diversity, Equity, Inclusion (DEI)

Ms. Zainab Awad, Manager of Health Equity at Niagara Health, was welcomed to the meeting. Ms. Awad's bio was detailed noting that her career focus has been on addressing challenges faced by equity-deserving groups and advancing inclusive policies.

The CEO reminded trustees that under the Hospital Service Accountability Agreement (HSAA) obligations related to equity-deserving and indigenous populations have generated the formation of an internal DEI (Diversity, Equity, Inclusion) Committee, which assists to prepare supports for these populations, educate staff, volunteers and physicians, and identify priority areas for the organization.

The presentation highlighted the need for DEI, introducing change through cultural humility, and aligning DEI with organizational values. The lack of familiarity, comfort and trust contribute to challenges associated with DEI as well as cultural beliefs which form identity and frames of reference. Affinity bias, the tendency to favor people who share similar interests, backgrounds and experiences can break down diversity and inclusion.

The importance of cultural humility, a process of self-reflection to understand biases and to move forward to build honest and trustworthy relationships, while understanding other's experiences, was outlined. The value in aligning DEI initiatives with organizational values and culture was detailed. Ways in which Niagara Health has strengthened DEI include promoting diversity, enhancing policies and programs, creating a respectful workplace, and embedding DEI into Human Resources and Leadership accountability. Six signature traits of inclusive leadership for Board members include – cognizance, courage, commitment, collaboration, cultural intelligence and curiosity.

During the Q&A, it was expressed that training and resource material would benefit Hotel Dieu Shaver's DEI efforts and Ms. Awad indicated that she can share these items along with the presentation slides (to be added to the Board portal). Trustees and staff extended appreciation for the session and Ms. Awad was excused from the meeting.

2. CONSENT AGENDA (includes Minutes, Reports & Information)

No items within the Consent Agenda were identified to be moved to the Strategic Agenda.

On a move forward basis, questions that may arise during pre-meeting review of the materials are requested to be submitted to allow staff the opportunity to prepare responses.

- **Board of Trustees meeting minutes, November 12, 2024**

The minutes were presented, reviewed and approved through the Consent agenda motion.

- **Medical Advisory Committee minutes, November 27, 2024**

The minutes were presented, reviewed and approved through the Consent agenda motion.

3. Business Arising

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4. Reports:

- **Leadership Report – December 2024**
-Employee Incident Report
- **Communications/PR Report – December 2024**
- **Foundation Report – December 2024**

The reports were presented for information.

5. Correspondence:

Pre-circulated:

- Daily news
- Letters of thanks/Acknowledgements

There were no letters of thanks.

Motion **Moved by:** **Mr. J. Rollo**
 Seconded by: **Bishop G. Bergie**

“That the Consent Agenda items be approved.”

CARRIED

6. STRATEGIC AGENDA

Minutes:

- **Audit Committee minutes, November 19, 2024**
-monthly financial report ending September 30, 2024
-Balanced Scorecard, October 2024

The minutes and reports were presented for review.

Motion **Moved by:** **Mr. B. Lawler**
 Seconded by: **Ms. M. Woodhead**

“That the Audit Committee minutes dated November 19, 2024, be approved.”

CARRIED

- **Quality Improvement Committee minutes, November 26, 2024**
 - 2024/25 Q2 QIP
 - 2024/25 Q2 Incident Report
 - 2024/25 Q2 Patient Relations Report
 - Patient Satisfaction Report

The minutes and attachments were presented for discussion. Despite the hiatus in the Committee meeting schedule, quality-related work efforts have diligently continued.

Motion	Moved by:	Mr. J. Rollo
	Seconded by:	Ms. N. Medulun-Burke

“That the Quality Improvement Committee minutes dated November 26, 2024, be approved.”

CARRIED

7. Business Arising

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8. Reports/Other Business

Re-introduction of Marketing Committee

Internal planning meetings of the Marketing Committee, in preparation for capital expansion related work, will begin in January 2025. A review of the Terms of Reference will be completed and interested members from both the Hospital and Foundation Boards are requested to participate.