

Chair / Acting Chair:	Ms. A. Atkinson
Minutes taken by:	Christine Wignall
Appointed record custodian:	Christine Wignall

OPEN SESSION

Voting Trustees: Ms. J. Armitage, Ms. A. Atkinson, Ms. B.L. Souter, Mr. F. Bagatto, Mr. B. Lawler, Bishop G. Bergie, Ms. J. Friesen, Ms. S. Piluso, Mr. J. Rollo, Ms. M. Woodhead

Non- Voting Trustees: Ms. L. Pay, Dr. J. Luce, Ms. J. Hansen, Dr. R. Harb

Also Present: Mr. D. Ceglie, Sister L. Dillon, Ms. N. Medulun-Burke, D. Lorenz

Regrets: Mr. G. Leach, Mr. P. Brown

Guest: Mr. Cliff Harvey, HDS Capital Project Manager & V/P Planning, Niagara Health

1. Call to Order

The Open Session meeting was called to order at 5:25 p.m. Quorum for the meeting was achieved.

Opening Prayer

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 voiced at this time.

PRESENTATIONS / EDUCATION

Stage 1A Submission Briefing Note & PowerPoint Presentation

Mr. Harvey was welcomed to the meeting and provided a presentation of the planning exercise for the new rehab capital project.

A background and overview of the 6-stage planning process of the capital rehab project was provided. A recommendation by the Audit Committee to the Board of Trustees is being requested for approval of the Stage 1a submission to the LHIN for endorsement.

The approach for Stage 1 will be in a two-part submission – with anticipated submission dates to be Part a in January 2020 and the complete submission in May 2020. The components of both Stage 1a, Master Program and Stage 1b, Master Plan were outlined and discussed. The Board Role and Workplan were detailed including projections, space components and drivers. Current and future service delivery meetings and engagement strategy discussions are ongoing and involve staff, physicians, patient advisors and various external agencies. Future service delivery ensures alignment to provincial, regional and local priorities.

Bed requirements have been adjusted based on the demographic and access improvement projections, HDS will need 196 total beds in 2028/29. This is 62 (net new) more beds than the 134 current beds. Preliminary out-patient projections were detailed. Continuation with care to palliative patients was also discussed.

Discussion was held regarding the Master Plan which projects 20 years out. Longer term planning is part of Stage 1b; to ensure there's room for future growth. Future staffing requirements are also a key planning requirement.

Motion **Moved by:** **Ms. BL Souter**
 Seconded by: **Mr. B. Lawler**

“That the Board of Trustees approve management to submit to the Hamilton Niagara Haldimand Brant (HNHB) Local Health Integration Network (LHIN) Part A of the Ministry of Health’s (MOH) Stage 1 Proposal for HNHB LHIN Board endorsement. Upon LHIN Board endorsement management will submit the Part A to the MOH for their review.”

CARRIED

POLICY REVIEW

There were no policies presented.

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

No items within the Consent Agenda were identified to be moved to the Strategic Agenda at this time. Due to lack of quorum at the November Board meeting, motions from the October Board meeting recommended for approval in November were also presented for approval at this time.

- **Board of Trustees meeting notes, November 12, 2019**

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

- **Medical Advisory Committee meeting minutes, November 27, 2019**
-Medical Staff Association meeting minutes, September 17, 2019

The MAC and MSA minutes were presented and approved through the Consent agenda motion.

3. Business Arising

Voting by Proxy

In response to a previous inquiry, it was noted that the Administrative By-laws and the Corporate Office have been consulted with respect to the ability for trustees of the Board to vote by proxy. The answer is that there is no ability for proxy voting by trustees.

4. Reports:

- **Leadership Report – December 2019**
- **Communications & Foundation Report – December 2019**

The Leadership and Communications & Foundation reports were presented and reviewed.

An update on the fundraising efforts for the Foundation's Snowflakes and Angels Campaign was provided.

Fourteen teams have signed up for the Foundation's Celebrity Ice Cup event taking place in February 2020.

5. Correspondence:

Pre-circulated:

- Daily news
- The Torch, November
- Connected Care Updates re: Ontario Health
- December Event Calendar
- Letters of Thanks/Acknowledgements (circulated by email)

Attached:

- --

The correspondence was received for information.

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

“That the Consent Agenda items be approved as presented.”

CARRIED

6. STRATEGIC AGENDA

Due to lack of quorum at the November Board meeting, motions from the October Board meeting recommended for approval in November were also presented for approval at this time.

- **Audit Committee meeting minutes, November 28, 2019**
 - monthly financial report, October 2019
 - Balanced Scorecard, September 2019

The committee minutes and the financial report ending October 31, 2019 were reviewed. The hospital deficit at month end is -\$3,886, significantly less than projected. For clarification, it was noted that there is a one month gap between the monthly financial report and the Balanced Scorecard report results.

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

“That the Audit Committee minutes dated November 28, 2019, be approved as presented.”

“That the Audit Committee minutes dated October 29, 2019, be approved as presented.”

CARRIED

- **Governance Accreditation & Strategic Planning Sub-Committee, November 26, 2019**
 - Strategic Plan 2020-2022

The minutes and strategic plan were presented and reviewed.

The committee and Board agreed to a refresh process for the 2020-2022 strategic plan. Fulsome input on the plan was provided by trustees, staff and patient advisors during the refresh meetings.

Motion Moved by: Ms. BL Souter
Seconded by: Ms. S. Piluso

“That the Governance Accreditation & Strategic Planning Sub-Committee minutes dated November 26, 2019, be approved as presented.”

“That the Governance Accreditation & Strategic Planning Sub-Committee minutes dated October 30, 2019, be approved as presented.”

CARRIED

Motion Moved by: Mr. J. Rollo
Seconded by: Mr. F. Bagatto

“That the 2020-2022 Hotel Dieu Shaver Strategic Plan be approved.”

CARRIED

7. Business Arising

There was no business arising.

8.Reports/Other Business

There were no reports or other business.