

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

OPEN SESSION

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

Non- Voting Trustees: Ms. L. Pay, Dr. J. Luce, Dr. G. Arvinte, Ms. J. Hansen

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

Regrets: Ms. M. Woodhead, Mr. P. Brown

Guest: Ms. J. Latam, Director, Health Data & Quality Improvement

Land Acknowledgement Statement:

We would like to begin by acknowledging that the land on which we gather is the traditional territory of the Haudenosaunee (Hoe-din-a-show-nee) and Anishnaabeg (Aw-nish-naw-beg) peoples, many of whom continue to live and work here today.

This territory is covered by the Upper Canada Treaties and is within the lands protected by the “Dish With One Spoon” Wampum agreement, adjacent to Haldimand Treaty territory.

Today, this land continues to be the home to many Indigenous Peoples. Acknowledging reminds us that our great standard of living is directly related to the resources and friendship of Indigenous peoples.

Decision Making Matrix / Reserved Powers

Previously at in-person Board meetings, the placemat was available with the Corporate Decision Making Matrix and Reserved Powers of the Members of the Corporation. Since virtual meetings are now held, these documents will be included in the package for information and reference.

1. Call to Order & Opening Prayer

The Open Session meeting was called to order. Quorum for the meeting 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 voiced at this time.

PRESENTATION

Privacy & Confidentiality

Ms. Latam was introduced and welcomed to the meeting to provide details on Privacy and Confidentiality and related legislation.

Privacy Training

Privacy legislation related to the delivery of healthcare services was outlined. Access, consents, retention and disposal, responsibility and breach of confidentiality, including unauthorized use or access related to personal health information was detailed. Accuracy in documentation is vital and retention of hospital records as per the defined required period is a priority for the organization. Safeguards including the performance of random audits are in place to protect personal information. .

Email, Mobile Device, Instant Messaging Privacy Education

Information was provided to trustees on safeguarding privacy on mobile devices, instant messaging and personal email accounts. Instant messages and emails can be subject to the Freedom of Information and Protection of Privacy Act (FIPPA) and the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and understanding the associated risks is essential. Ways to protect information on various devices and securely destroy digital information were detailed.

Discussion was held regarding compliance, privacy, and ease of access for practitioners to personal health information as related to the future new HIS system.

Trustees were reminded that they reviewed the Privacy & Confidentiality Policy and signed the Agreement during the summer of 2021.

POLICY REVIEW

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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.

- **Board of Trustees meeting minutes, November 9, 2021**

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

- **Medical Advisory Committee meeting minutes, no meeting held**

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3. Business Arising

There was no business arising.

4. Reports:

- **Leadership & Communications Reports – December 2021**
- **Foundation Report – December 2021**

The Leadership, Communications and Foundations reports were presented for information. The Snowflakes and Angels Christmas Campaign is doing well and on track in comparison to last years' campaign. Appreciation was extended for donations made to date.

5. Correspondence:

Pre-circulated:

- Daily news
- Letters of Thanks/Acknowledgements

The letters of thanks and acknowledgements were pre-circulated for perusal.

Motion	Moved by:	Bishop G. Bergie
	Seconded by:	Ms. J. Armitage

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

CARRIED

6. STRATEGIC AGENDA

Minutes:

- Audit Committee minutes, December 9, 2021

The minutes, the Balanced Scorecard ending October 2021 and the monthly financial report ending October 31, 2021, were presented and reviewed. A memo from Ontario Health providing advance

notice of the required submission of a Hospital Annual Planning Submission (HAPS) on or before January 31, 2022, was provided for information.

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

“That the Audit Committee minutes dated December 9, 2021, be approved.”

CARRIED

- Quality Improvement Committee, November 18, 2021

The minutes, the 2022 committee meeting schedule, the Q2 QIP results and in-patient incident report and in-patient satisfaction to November 1, 2021, were presented and reviewed.

Motion **Moved by:** **Ms. J. Armitage**
 Seconded by: **Mr. J. Rollo**

“That the Quality Improvement Committee minutes dated November 18, 2021, be approved.”

CARRIED

7. Business Arising

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8. Reports/Other Business

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