

<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, Ms. A. Atkinson, Bishop G. Bergie, Mr. D. Goulbourne Dr. R. McTavish, Ms. J. Phelan, Mr. G. Leach, Mr. L. Anderson, Mr. G. Darte

**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, Ms. L. Pay

**Regrets:** Mr. F. Bagatto, Mr. P. Brown, Mr. J. Pennachetti, Ms. N. Medulun-Burke

**Guest:** Mr. B. Lawler

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#### 1. Call to Order

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

#### Opening Prayer

Sister Louise opened the meeting with a prayer.

World Day of the Sick is observed on February 11<sup>th</sup> and a special blessing will be offered to all staff later this month.

#### Presentation – Employee & Physician Engagement Survey Results 2016

Mr. Fred Radunsky, Director, Human Resources, was welcomed to the meeting to present the results of the 2016 Employee & Physician Engagement Survey Results conducted by Metrics @ Work, an industry-wide provider of organizational measurement with expertise in employee engagement. The results will be shared with hospital staff at the next All Staff meeting.

Highlights include:

- Hotel Dieu Shaver scored above average for 18 out of 21 healthcare comparators
- The same drivers as previous were used and some custom questions were added
- The grand average of all drivers was 66% (a drop of 8% from 2014 but 4% higher than the Metrics@Work database and 7% higher than the average for 50 other hospitals)
- Response rate was 53%
- Low survey response rate was noted for physicians although satisfaction scored an average of 81.6% (up from the 2012 survey)
- Greatest areas of concern identified are recognition, performance feedback, workload, and employee involvement. Opportunities for improvement are being implemented
- Custom items, including staff safety and quality of care highlights were provided

Mr. Radunsky was thanked for providing the information and excused from the meeting.

**2. Approval of the Meeting Agenda**

**Motion**            **Moved by:**            **Mr. D. Goulbourne**  
                         **Seconded by:**        **Ms. J. Armitage**

**“That the meeting agenda of February 14, 2017, 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. One conflict was expressed by Mr. Goulbourne specific to the Niagara College Many Hands Project.

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

**4. Approval of the Open Session Board Minutes of January 10, 2017**

**Motion**            **Moved by:**            **Bishop G. Bergie**  
                         **Seconded by:**        **Ms. A. Atkinson**

**“That the Open Session Board minutes dated January 10, 2017, be approved as presented.”**

**CARRIED**

**5. Business Arising**

There was no business arising.

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

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

**Motion**            **Moved by:**            **Bishop G. Bergie**  
                         **Seconded by:**        **Mr. D. Goulbourne**

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

*Key Points of Discussion*

**Minutes:**

- Medical Advisory Committee Minutes – January 25, 2017

-The minutes were presented and reviewed.

***“That the Medical Advisory Committee minutes dated January 25, 2017, be approved as presented.”***

- Audit Committee – no meeting held, Monthly Financial Report to December 31, 2016

-The December financial statement showing a deficit position of \$(754,351) and the comparison from December 2015 to December 2016 were reviewed. The HNHB LHIN continues to be supportive of our efforts and work. The financial position of other Ontario hospitals was discussed.

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

-The minutes were presented and reviewed.

-The colour-coded status system for the Accreditation standards was outlined.

-Board attendance at various functions was raised and trustees were encouraged to attend Hospital and Foundation events whenever possible. In order to support this, a monthly calendar of events will be circulated effective March. Barriers preventing attendance include workday schedule and time of day conflicts.

-The Communication Plan was tabled at the meeting but not recorded in the minutes and the minutes will be revised accordingly.

***“That the Governance Accreditation & Strategic Planning Sub Committee minutes dated February 7, 2017 be accepted subject to revision as noted.”***

**Reports:**

- Leadership

-Hand written notes of thanks are now being sent to staff to recognize their exceptional work.

-The Oculys technology system continues to increase productivity with patient flow.

-Approximately 130 staff members attended the Hotel Dieu Shaver night with the Ice Dogs on January 12<sup>th</sup>.

-The Nursing Strategic Plan is being developed with goals for the department while aligning with the hospitals' strategic vision. Various departments develop strategic plans and they can be shared for information.

- Chief of Staff

-The First Annual Update in Rehabilitation Medicine is being held on February 22<sup>nd</sup>. Trustees are invited to attend and RSVP accordingly.

-The Medical Cannabis and Medical Assistance in Dying policies were reviewed by the Medical Advisory Committee.

-Foundation

-The Foundation is very active with the plans for the Celebrity Cup.

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:*

- OHA, Capacity in the Hospital Sector
- The SPIRIT, January
- Many Hands Project Update
- OHA, Governance Education Centre Offerings, February

The correspondence was received for information.

#### *7.2 Included:*

- Bed Occupancy, January
- Assess Restore & Slow Paced Rehab Pilot Performance Q3 2016/17
- Hospital Cuts article
- Outdoor Signage
- Update on Executive Compensation Requirements

New outdoor signage identified in the capital budget will soon be installed at the front of the hospital.

An update on Executive Compensation was provided. The compensation framework guidelines were outlined. The hospital will attempt to put a plan together but may require the expertise of a compensation consultant. Discussion was held regarding how the process is working for others participating in this exercise throughout the province. Communication continues with the Ontario Hospital Association and the LHIN. The timeline for public posting of the final compensation plan is September 5, 2017. Further updates will be provided to the Board of Trustees through the Audit Committee. The hospital sector is hoping to post compensation plans in June 2017.

#### *7.3 Letters of Thanks*

Letters of thanks were pre-circulated via email.

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

**8. In-Camera Session**

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

**“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 6 p.m. and approved the previous in-camera minutes and the in-camera committee minutes, received a partnership opportunity update and discussed the annual CEO evaluation process.**

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

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

**CARRIED**

**9. Adjournment**

The meeting adjourned at 6:55 p.m.

Next Meeting:            Tuesday, March 14, 2017, 5 pm