

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

OPEN SESSION

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

Non- Voting Trustees: Ms. L. Pay, Dr. G. Arvinte, Dr. W. Reimer

Also Present: Mr. D. Ceglie, Sister L. Dillon, Ms. T. Geoffroy, Mr. R. Mauro

Guest: Ms. J. Latam, Manager, Health Data

Regrets: Mr. F. Bagatto, Mr. P. Brown, Ms. J. Hansen

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. When virtual meetings are held, these documents are included in the package for information and reference.

1. Call to Order & Opening Prayer

The Open Session meeting was called to order at 5 p.m. 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

Privacy & Freedom of Information (FOI)

Ms. Latam was welcomed to the meeting to provide details on Privacy and Confidentiality and Freedom of Information.

Privacy Training

Privacy legislation, definitions and ten privacy principles related to the delivery of healthcare services were outlined. Access, accountability, consents in accordance with policies, retention and disposal of health records, responsibility and breach of confidentiality including unauthorized use or access related to personal health information and freedom of information requests were detailed.

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 understanding the associated risks is essential. Ways to protect information on various devices and securely destroy electronic media information was outlined.

Q&A

Discussion was held regarding the increasing risk of cyber and ransomware attacks noting that ongoing phishing education efforts for staff continue in order to help protect our information.

A privacy breach occurs whenever personal information is collected, used, disclosed, retained or disposed of in a manner that contravenes privacy legislation. Examples of common minor privacy breaches that may occur include misdirected fax transmissions or accidental access to personal health information due to multiple patients with the same surname.

Use of these slides by other organizations was endorsed noting that general reminders are beneficial in all organizations but that some information is facility-specific.

Ms. Latam was thanked for the presentation and 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.

- **Board of Trustees meeting minutes, December 12, 2023**

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

- **Medical Advisory Committee minutes, January 31, 2024**

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

3. Business Arising

-Correspondence from CHI re: room naming approvals

The correspondence from CHI was provided for information.

4. Reports:

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

The reports were presented for information recognizing that the Foundation's Celebrity Ice Cup will take place on February 22nd and 23rd.

5. Correspondence:

Pre-circulated:

- OHA Bill 124 update (included)
- Daily news
- Letters of thanks

The correspondence was provided for information.

Motion **Moved by:** **Mr. J. Rollo**
 Seconded by: **Mr. P. DiPaola**

“That the Consent Agenda items be approved.”

CARRIED

6. STRATEGIC AGENDA

Minutes:

- **Audit Committee minutes, January 16, 2024**
-Monthly financial report ending November 30, 2023

-October Balanced Scorecard 2023
-HSAA Declaration of Compliance

The minutes and attachments were presented and reviewed.

A new HSAA compliance report for the period of April 1, 2022 to March 31, 2023, was presented. All reporting requirements were met but the financial target for a balanced budget and some service level targets were unable to be met.

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

“That the Audit Committee minutes dated January 16, 2024, be approved.”

CARRIED

Motion **Moved by:** **Mr. P. DiPaola**
 Seconded by: **Ms. N. Medulun Burke**

“That the Board of Trustees approves execution of the Declaration of Compliance for the 2022-2023 Hospital Service Accountability Agreement (HSAA).”

CARRIED

Foundation Update:

The Foundation Board Chair announced that the Executive Director, Tracy Geoffroy, has tendered her resignation. Trustees extended sentiments including the loss of a valuable ambassador and exceptional talent and messages of congratulations were offered to Tracy on her upcoming opportunity in major gifts fundraising.

Mr. Leach arrived to the meeting.

7. Business Arising

--

8. Reports/Other Business

-Accessibility Plan Status Report, January 1, 2024

The January 1, 2024 Accessibility Plan Status report was provided for information.