

<b>Chair / Acting Chair:</b>	Ms. A. Atkinson
<b>Minutes taken by:</b>	Shirley Cohen
<b>Appointed record custodian:</b>	Christine Wignall

## **OPEN SESSION**

**Voting Trustees:** Ms. A. Atkinson, Ms. J. Armitage, Ms. B.L. Souter, Bishop G. Bergie, Mr. B. Lawler, Ms. J. Friesen, Mr. J. Rollo, Mr. G. Leach, Dr. R. Harb

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

**Also Present:** Mr. D. Ceglie

**Regrets:** Mr. P. Brown, Mr. F. Bagatto, Ms. N. Medulun-Burke, Sister L. Dillon, Ms. M.J. Johnson

**Guest:** Ms. C. Cratt

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### **1. Call to Order**

The Open Session meeting was called to order at 5:05 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**

### **Augmentative & Alternative Communication**

Ms. C. Cratt presented on overview of Augmentative & Alternative Communication, the work done through that program at HDSHRC and who can benefit. Methods used to aid clients who have significant difficulty in communication, including technological advances to improve quality of life, were shared. There are 27 AAC Clinics in Ontario and the AAC Clinic at HDSHRC has been operational for five years. There is a two year wait list, however, clients with diagnosed with ALS are accepted immediately. There are approximately 45 referrals per year and the current caseload is 200. A proposal is being developed to be submitted to the HNHB LHIN for an expansion which would double the size of the AAC Clinic and significantly improve the wait list issue.

Ms. Cratt was thanked for her informative presentation and excused from the meeting.

## **POLICY REVIEW**

No policies were brought forward for review.

### **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.

#### **o Board of Trustees meeting minutes, January 8, 2019**

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

#### **o Medical Advisory Committee meeting minutes, January 23, 2019**

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

#### **o Medical Advisory Committee meeting minutes, February 20, 2019**

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

### **3. Business Arising**

No Business Arising was brought forward.

### **4. Reports:**

- o Leadership Report**
- o Chief of Staff Report**
- o Foundation Report**

HDS welcomed 60 students from Brock's Med Plus Program for onsite visits on January 10 & 17, 2019 during which they were able to gain experience with rehab programs and equipment. Hotel Dieu Shaver's Foundation 5<sup>th</sup> Annual Rankin Celebrity Ice Cup on February 21 & 22, 2019 was a great success, raising over \$268,000.

### **5. Correspondence:**

Correspondence dated February 14, 2019 was received from Catholic Health International noting that Mr. Damian Goulbourne and Ms. Jackie Phelan had been appointed as Le Royer Patrons until the annual meeting of the Corporate Members in June 2019 at which time the appointments of all Le Royal Patrons are reviewed for possible re-appointment for an additional year.

### **Pre-circulated:**

- o Recognition of World Day of the Sick**
- o 3<sup>rd</sup> Annual Update in Rehabilitation Medicine**
- o The SPIRIT, January 2019**
- o The Torch, February 2019**

- CHAO Pre-Budget Submission
- Daily News
- Letters of Thanks (circulated by email)

The correspondence was received for information.

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

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

**CARRIED**

**6. STRATEGIC AGENDA**

- **Audit Committee meeting minutes, January 22, 2019**
  - Investments Policy
  - Monthly financial reports ending November 30, 2018 and December 31, 2018
  - Balanced Scorecard, November 2018

The minutes and attachments were presented and reviewed. Investments showed an increase YTD of \$10,000. The Audit Committee recommended to the Board of Trustees that the Investment Policy be revised to increase the amount that could be invested in equities from 40% to 65%. It was queried whether there was stipulation in the policy that investments would not be made in any area which would not align with HDSHRC values, i.e. recreational drugs. It was determined that the proposed percentage to be invested would be approved, however the policy will go back to the Audit Committee to re-examine wording of securities of companies to be excluded.

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

**“That the Board of Trustees approves the revision of the Investment Policy (III-40) to allow up to 65% to be invested in equities.”**

**CARRIED.**

**Motion**            **Moved by:**            **Ms. J. Armitage**  
                         **Seconded by:**        **Mr. B. Lawler**

**“That the Audit Committee minutes dated January 22, 2019 be approved as presented.**

**CARRIED.**

- **Audit Committee meeting minutes, February 26, 2019**
  - Monthly financial reports ending November 30, 2018 and December 31, 2018
  - Balanced Scorecard, November 2018

The minutes and attachments were presented and reviewed. An overview was provided to the Audit Committee by KPMG of the Audit Planning Report for the year ending March 31, 2019. It was noted that \$1.2 million is being held in reserve for pay equity for all three unions, i.e. ONA, OPSEU and SEIU. In regards to SEIU, it was also noted that there is the potential of a pay equity adjustment retroactive to 2005. The pay equity funds are held in long term investments; there is consideration to moving them to short term. In response to a query, Trustees were informed that the fee for the auditors would be \$32,000.

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

**“That the Board of Trustees approves the appointment of KPMG for the fiscal year ending 2020.”**

**CARRIED.**

**Motion**            **Moved by:**            **Mr. B. Lawler**  
                         **Seconded by:**        **Ms. J. Armitage**

**“That the Audit Committee minutes dated February 26, 2019, be approved as presented.”**

**CARRIED**

- **Quality Improvement Committee meeting minutes, March 7, 2019**

The minutes and attachments were presented and reviewed, with particular focus on the 2018/2019 Quality Improvement Plan (QIP) Progress Report, the 2019/2020 QIP Narrative and the 2019/2020 QIP Workplan.” Appreciation was expressed for the significant workload and accomplishment in developing the Quality Improvement Plan.

**Motion**            **Moved by:**            **Ms. J. Armitage**  
                         **Seconded by:**        **Mr. B. Lawler**

**“That the Board of Trustees approves the 2018/2019 Quality Improvement Plan (QIP) Progress Report, the 2019/2020 QIP Narrative and the 2019/2020 QIP Workplan.”**

**CARRIED.**

**Motion**            **Moved by:**            **Ms. J. Armitage**  
                         **Seconded by:**        **Ms. G. Leach**

**“That the Quality Improvement Committee minutes dated March 7, 2019 be approved as presented.”**

**CARRIED.**

## **7. Business Arising**

- **Accreditation Update**

Received for information was the decision by Accreditation Canada that Hotel Dieu Shaver was granted a 4-year accreditation with Exemplary Status. Accreditation Canada is requiring proof of development and implementation of a patient abuse policy and a policy and process on informed consent and a consent log by November 30, 2019. Corresponding education and training for staff in regards to the two initiatives will be incorporated into the roll-out of the policies. In both instances protocols are already in place and the formalized overarching policies and processes are in progress.

## **8. Reports/Other Business**

- **Corporate Membership Meetings Process**

It was noted that the process for the corporate membership meetings stipulates that while Trustees may receive notice of meetings and the agenda material, and may call in to the meetings, they have no vote. Only the Chair of the Board of Trustees has a vote.

- **Government Transformation and Principles**

- A glimpse into the future of health care in Ontario – Toronto Star Article
- Reforming Ontario's Health Care System – Key Elements of Proposed Reforms under Consideration
- Principles of Integration

The above documents were received for information. While specific government plans and timelines have not been detailed, the boards of Cancer Care Ontario, Trillium Foundation and the LHINs have been dissolved. A board for the new Central Agency, Ontario Health, has been formed; the list of members can be found on the MOHLTC website. LHINs have been informed that transition will take place over a significant period of time and therefore their committees and initiatives are moving forward on a status quo basis.

- **Strategic Plan – Coordination between Governance Accreditation & Strategic Planning Ad Hoc Committee and the Ad Hoc Marketing Committee**

It was recommended that development of the new strategic plan should be based on coordination between the two committees noted above. Work would be done on the strategic plan in conjunction with rebranding of HDSHRC and will include reaching out to the Board of Trustees, stakeholders and the community. The timeline for formulation of the strategic plan will be within this calendar year.

Concern was expressed regarding workload of management as they address the strategic plan, rebranding and partnership efforts in addition to their increased responsibilities. It was noted their contributions are much appreciated. The possibility of increasing the scope of two managers and other administrative staff was mentioned.

Appendices:

- Board Structure chart
- Abbreviation listing
- Draft motion sheet