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

## OPEN SESSION

**Voting Trustees:** Ms. A. Atkinson, Mr. B. Lawler, Mr. F. Bagatto, Mr. J. Rollo, Ms. J. Armitage, Ms. B.L. Souter, Mr. G. Leach, Mr. P. Brown, Ms. M. Woodhead

**Non- Voting Trustees:** Dr. G. Arvinte, Ms. J. Hansen, Dr. W. Reimer

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

**Regrets:** Bishop G. Bergie, Ms. L. Pay

### 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. Quorum was achieved.

Sister Louise 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 – Quality Improvement at HDS**

Ms. Jennifer Hansen, Director of Nursing & Chief Nursing Officer, presented information regarding quality improvement initiatives at Hotel Dieu Shaver noting that these initiatives are a direct result of patient need and patient safety. Numerous initiatives were outlined including:

- Restraint free environment
- Orange dot for violent patients or visitors
- Blue dot for swallowing concerns
- Falls prevention
- Medication Management
- Nursing Pharmacy Council
- Patient double identifiers

The Expect to Check program was detailed noting that checking patient identification is an important safety function. Intention rounding every two hours was initiated based on feedback from a Patient Advisor in order to improve staff productivity and patient satisfaction while decreasing the number of call bells, falls and adverse events.

A hand hygiene and PPE (personal protective equipment) audit tool allows managers the ability to inconspicuously monitor staff performance which can result in reduced outbreaks. The app is easy to use and provides statistical analysis and graphs to measure compliance. The PASS IT ON program replaces SBAR (Situation, Background, Assessment, Recommendation) which allows key patient care information to be communicated between providers accordingly.

The benefits of the Nurse-Led Wound Care team were highlighted. This program is one of the most successful initiatives and is aimed at identifying and assessing wounds and treating and reassessment. Wound Care Champions receive ongoing education and are eager to continue learning more about wound care and provide support to staff and patients in the prevention and management of wounds.

Ms. Hansen was thanked for the informative presentation.

## **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, April 11, 2023**

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

## **3. Business Arising**

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## **4. Reports:**

- **Leadership Report – May 2023**  
**-Employee Incident Report**
- **Communications/PR Report – May 2023**

- **Foundation Report – May 2023**

The reports were presented for information. Appreciation was extended for the volunteer efforts to decorate the Tim Hortons Smile Cookies noting that there were 360 time slots over 7 days filled by 200 volunteers.

**5. Correspondence:**

**Pre-circulated:**

- Daily news
- Letters of thanks

The letters of thanks were pre-circulated.

**Motion**            **Moved by:**            **Mr. P. Brown**  
                         **Seconded by:**        **Mr. B. Lawler**

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

**CARRIED**

**6. STRATEGIC AGENDA**

Minutes:

- **Audit Committee minutes, April 18, 2023**

The minutes were presented and reviewed. The Committee received an investment report update. Mr. Brown was acknowledged for his dedicated work and ongoing communication with the investment firm representatives.

**Motion**            **Moved by:**            **Mr. B. Lawler**  
                         **Seconded by:**        **Mr. G. Leach**

**“That the Audit Committee minutes dated April 18, 2023 be approved.”**

**CARRIED**

- **Medical Advisory Committee minutes, April 26, 2023**

The minutes were presented and reviewed.

**Motion**            **Moved by:**            **Mr. B. Lawler**  
                         **Seconded by:**        **Mr. J. Rollo**

**“That the Medical Advisory Committee minutes dated April 26, 2023, be approved.”**

**CARRIED**

**7. Business Arising**

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**8. Reports/Other Business**

-CHI Board Self-Assessment Process

The annual process for the Board Self-Assessment tool provided by Catholic Health International is set to begin. The Chair advised that this self-assessment serves as an excellent tool to help identify areas for improvement and look internally at Board effectiveness. The survey will be circulated by email from Ms. Eileen Bowes, V/P, Governance, CHI.

-Annual Report to the Sponsor

The 2023 Annual Report to the Sponsor was provided for review and feedback prior to submission to Catholic Health International. Trustees acknowledged the work of Senior Management and in particular, Sister Louise and Lynne, in completing the report.

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|---------------|---------------------|------------------------|
| <b>Motion</b> | <b>Moved by:</b>    | <b>Ms. B.L. Souter</b> |
|               | <b>Seconded by:</b> | <b>Ms. M. Woodhead</b> |

**“That the Board of Trustees approves submission of the Annual Report to the Sponsor.”**

**CARRIED**