

Chair / Acting Chair:	Dr. R. McTavish
Minutes taken by:	Christine Wignall
Appointed record custodian:	Christine Wignall

OPEN SESSION

Voting Attendees: Mr. J. O'Brien, , Ms. J. Phelan, Ms. J. Armitage, Mr. D. Goulbourne, Mr. J. Nitsopoulos, Dr. R. McTavish, Mr. W. Sendzik

Non- Voting Attendees: Ms. J. Rufrano, Dr. J. Luce, Ms. C. Bergeron, Dr. R. Harb, Mr. T. Romaniuk

Also Present: Ms. L. Pay, Ms. M.J. Johnson

Regrets: Mr. L. Bruzzese, Mr. F. Bagatto, Mr. J. Pennachetti, Bishop G. Bergie, Sister L. Dillon

1. Call to Order

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

Opening Prayer

Ms. Rufrano opened the meeting with a prayer.

Presentation – Health & Safety Report & 2013 Accomplishments

Ms. Sandy Robinson, Manager, Clinical Services & Safety, was welcomed to the meeting. A health and safety year-in-review and the accomplishments of 2013 were presented.

She provided an overview of the requirements of the Occupational Health and Safety Act.

Key Points of the Presentation:

- Responsibilities and functions of Boards & Trustees
- Details of the health & safety management system audit completed in 2013
- Review of employee workplace incidents
- Continuous Quality Improvement and Education Foci for 2014

Following a Q & A session, Ms. Robinson was thanked for the presentation and excused from the meeting.

2. Approval of the Meeting Agenda

Motion **Moved by:** **Mr. W. Sendzik**
 Seconded by: **Mr. J. O'Brien**

“That the meeting agenda of May 20, 2014 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. No conflicts were voiced or identified at this time.

MINUTES OF THE LAST MEETING AND BUSINESS ARISING

4. Approval of Open Session Board Minutes of April 8, 2014

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

“That the Open Session Board minutes dated April 8, 2014 be approved as presented.”

CARRIED

5. Business Arising

-CHI Correspondence

A memo from Catholic Health International providing approvals for the Articles of Continuance, Bylaw Amendments and the Auditors Engagement Letter was presented for information.

CONSENT AGENDA (includes Minutes, Reports & Information)

6. Approval of the Consent Agenda Items

Motion **Moved by:** **Ms. J. Phelan**
 Seconded by: **Mr. W. Sendzik**

“That the Consent Agenda items be accepted for information.”

Key Points of Discussion

- Audit Committee – May 15, 2014 (circulated at the table)

-The minutes were presented and reviewed.

“That the Audit Committee minutes dated May 15, 2014, be approved as presented.”

“That the Board of Trustees recommends to the Corporate Members that KPMG be appointed for the ensuing year (2014/15).”

- Medical Advisory Committee, April 23, 2014

-The minutes were presented and reviewed

-The Pharmacy & Therapeutics Committee continues to perform drug reviews in an effort to maximize cost savings.

“That the Medical Advisory Committee minutes dated April 23, 2014, be approved as presented.”

- Nominating, Board Membership & Evaluation Committee – May 12, 2014

-The minutes were presented and reviewed.

-The Committee will meet approximately six months prior to the annual review to assess the current skill set of the Board, evaluate the recruitment needs, and review meeting attendance records. All trustees should consider Board recruitment a personal responsibility.

“That the Nominating, Board Membership & Evaluation Committee minutes dated May 12, 2014, be approved as presented.”

“That the Board of Trustees recommends to the Members of the Corporation, the election of Mr. Wade Stayzer and Ms. Anne Atkinson to the Board, subject to successful interviews, for a two year term.”

“That the Board of Trustees recommends re-election by the Members of the Corporation:

-Dr. Ron McTavish, 1 year term, by special resolution of the Members of the Corporation per Article IV, Section 1c of the bylaws, extending his service beyond the nine year limit

-Mr. John Pennachetti, 1 year term, by special resolution of the Members of the Corporation per Article IV, Section 1c of the bylaws, extending his service beyond the nine year limit

-Mr. Joe O’Brien, 1 year term, by special resolution of the Members of the Corporation per Article IV, Section 1c of the bylaws, extending his service beyond the nine year limit”

“That the Board of Trustees recommends re-election by the Members of the Corporation

-Mr. Damian Goulbourne, 3 year term”

“That the Board of Trustees recommends election of the following voting trustees by the Members of the Corporation:

Representing the Roman Catholic Diocese of St. Catharines Bishop G. Bergie
Representing Catholic Health International (special resolution) Mr. F. Bagatto”

“That the Board of Trustees recommends election by the Members of the Corporation, the following four non-voting trustee positions as prescribed by the Public Hospitals Act

-The President of the Medical Staff Association	Dr. R. Harb
-The Chief of Staff of the Medical Staff	Dr. J. Luce
-The Chief Nursing Officer	Ms. C. Bergeron
-The Chief Executive Officer	Ms. J. Rufrano”

“That the Board of Trustees recommends election by the Members of the Corporation, the following two representatives to the Advisory Committee as non-voting trustees

-Representative of the Foundation	Mr. T. Romaniuk
-Representative of staff (RHSJ)	Sister L. Dillon

“That the Board of Trustees recommends that the fixed number of trustees be revised from seventeen (17) to nineteen (19).”

“That the Board of Trustees endorses the nomination for the offices of Chairperson & Vice-Chairpersons of the Board, to be appointed by the Members of the Corporation:

Chair	Dr. R. McTavish
First Vice Chair	Ms. J. Phelan
Second Vice-Chair	Mr. J. Pennachetti
Past Chair	Mr. Frank Bagatto”

“That the following nominees be recommended for membership to the LeRoyer Patrons (Special Resources Committee) :

Dr. J. Roger Brook	Donald Carr	Brian Cullen
Irene Edgar	James Fyfe	Peter Horne
Sean Jackson	Claire Jutras	Marie Kenny
Tim Kenny	William Keogh	Eleanor Lancaster
Dr. James Lee	Robin Lewis	Roger Martens
Dr. Robert Manning	Dr. Robert Merritt	Mr. Peter McAllister
Wasi Naz	Veronica O’Brien	Bernice Pearson
Jane Quinlan	Thomas Quinlan	Dr. Bonnie Rose
Eileen Rouse	Gerald Sandler	Monsignor Melvin Schaefer
William Towill	Dr. Dennis Whitty”	

“That the Board Standing Committee membership for 2014/15 be:

Board Officers	Chairperson	Dr. Ron McTavish
	First Vice-Chair	Jackie Phelan
	Second Vice-Chair	John Pennachetti

	Past Chairperson	Frank Bagatto
	Secretary/Treasurer, Appt by Corporation	Frank Bagatto
Board Executive	Chair	Dr. Ron McTavish
	1st V/C	Jackie Phelan
	2nd V/C	John Pennachetti
	Past Chair	Frank Bagatto
	Appt by Corporation	Walter Sendzik
	Chief of Staff non-voting	Dr. Jack Luce
	CEO non-voting	Jane Rufrano
Audit Committee	Chair	Walter Sendzik
	Vice Chair	Leo Bruzzese
	3 additional members (appt by Corporation)	-Dr. Ron McTavish
		-Wade Stayzer
		-Joe O'Brien
	CEO ex-officio	Jane Rufrano
	2 Senior Team	Lynne Pay
		Carol Bergeron
	Others as needed	Damian Goulbourne
		John Nitsopoulos
Mission & Ethics Committee		
	Chair	Sister Louise Dillon
	Vice Chair & Med Rep	Dr. Jack Luce
	Medical Staff Rep	Dr. Roger Brook
	Diocese Rep	Bishop Bergie
	3 members appointed by Corp	-Jackie Phelan
		-Director, Health Data & QI
		-Jean Armitage
	Nominated by CEO (up to 3)	-V/P Clinical Services & CNO
		-Manager, 1st Floor
Quality Improvement Committee		
	Chair	-Jean Armitage
	Two voting trustees (appt by the Board)	-Jackie Phelan
		-Anne Atkinson
	One member of MAC (approved by the Board)	-Dr. J. Luce
	CNO (approved by the Board)	-Carol Bergeron
	One employee (not a member of the CPSO or CNO)	-Director, Health Data & QI
	CEO (or delegate if approved by the Board)	-Jane Rufrano

Such others as appt by Board

-Lynne Pay
-Joe O'Brien

Nominating, Board Membership & Evaluation Committee

President Corp	Dr. R. Stewart or designate
Board Chair	Dr. R. McTavish
Board 1st Vice-Chair	J. Phelan
Board, 2nd Vice-Chair	J. Pennachetti
CEO, non-voting	J. Rufrano
Past Chair (Chair)	F. Bagatto, Chair"

Reports:

- Leadership
 - Submission of professional practice posters was acknowledged
 - The collaborative partnership with Hamilton Health Sciences specific to the Augmentative and Alternative Communication program was recognized
- Chief of Staff
 - The Niagara Health Systems' appointment of a new Chief of Staff was discussed
- Foundation
 - The Mother's Day Pasta Dinner event was successful
 - The Foundation Board of Directors membership listing was provided for information

A vote to accept the Consent Agenda items was taken and the motion was **CARRIED.**

NEW / OTHER BUSINESS

7. New / Other Business

7.1 Pre-circulated correspondence via email:

- Media Release, Auxiliary & Foundation Donations
- The Spirit, April
- Mother's Day Pasta Dinner Notice
- The Torch, April

Received for information.

7.2 Included:

- April Bed Availability
- ALC Report, March 2014
- Letters of congratulations to staff
- Foundation letter of congratulations & Board membership listing
- Memo, Jeanne Mance Award for Excellence in Nursing

The correspondence was reviewed and discussed. Letters of congratulations were reviewed for the Parkinson's Rehab Program staff on their nomination to the Service Awards for Geriatric Excellence. Trustees extended congratulations to the recipient of the first annual Jeanne Mance Award for Nursing Excellence, Ms. Charlene Uhde from 2 East.

7.3 Letters of Thanks

Letters of thanks were circulated at the table for information.

The Chair concluded the Regular meeting at 5:55 p.m. and moved to the In-Camera Meeting.

8. In-Camera Session

Motion	Moved by:	Ms. J. Phelan
	Seconded by:	Mr. J. Nitsopoulos

“That the meeting move to an in-camera session to approve/discuss the in-camera minutes of April 8, 2014, the in-camera minutes of standing committees, the Draft Audited Financial Statements ending March 31, 2014, the Capital Requests for 2014/15 and local labour agreements at 5:55 p.m.”

CARRIED

9.1 Chair's Report on the In-Camera Session

The Board moved to an in-camera session at 5:55 p.m. to approve/discuss the in-camera minutes of April 8, 2014, the in-camera minutes of standing committees, the Draft Audited Financial Statements ending March 31, 2014, the Capital Requests for 2014/15 and local labour agreements and returned to open session at 6:20 p.m.

Moved by:	Ms. J. Phelan
Seconded by:	Mr. J. Nitsopoulos

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

CARRIED

9. Adjournment

The meeting adjourned at 6:20 p.m.

Next Meeting: Regular & Annual Meeting
Tuesday, June 10, 2014
5 pm