

<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. A. Atkinson, Ms. J. Armitage, Bishop G. Bergie, Dr. R. McTavish, Mr. B. Lawler, Mr. D. Goulbourne, Mr. G. Leach, Mr. P. Brown

**Non- Voting Attendees:** Ms. J. Rufrano, Ms. J. Hansen, Dr. J. Luce

**Also Present:** Mr. D. Ceglie, Sister L. Dillon, Ms. L. Pay, Ms. M.J. Johnson, Ms. N. Medulun-Burke

**Regrets:** Ms. J. Phelan, Mr. L. Anderson, Mr. F. Bagatto, Dr. R. Harb

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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**

Bishop Bergie opened the meeting with a prayer.

#### **Presentation – Patient Story**

A video story of a patient who participated in the Parkinson's program was presented. Trustees discussed the 2-year wait list for this program. It was noted that additional funds would result in a reduction of the wait time.

#### **2. Approval of the Meeting Agenda**

**Motion**            **Moved by:**            **Bishop G. Bergie**  
                         **Seconded by:**        **Mr. P. Brown**

**“That the meeting agenda of October 10, 2017, be approved as presented.”**

**CARRIED**

#### **Abbreviation List**

An updated abbreviation/acronym list was included in the package for information.

#### **Board Structure**

The Board structure document was included for information.

**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 at this time.

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

**4. Approval of the Open Session Board Minutes of September 12, 2017**

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

**“That the previous minutes dated September 12, 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:**            **Mr. G. Leach**  
                         **Seconded by:**        **Ms. J. Armitage**

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

*Key Points of Discussion*

**Balanced Scorecard:**

The balanced scorecard of key indicators to September 30/17 was provided for information and will be posted to the hospital website.

**Minutes:**

Medical Advisory Committee Minutes – September 20, 2017

-The minutes were presented and reviewed.

-The Draft policy – Medical Assistance in Dying (MAID) – was reviewed by the Medical Advisory Committee. Trustees discussed the MAID requests made at Hotel Dieu Shaver. The policy will now proceed to the Mission & Ethics Committee and subsequently to the Board for approval.

***“That the Medical Advisory Committee minutes dated September 20, 2017, be approved as presented.”***

- Audit Committee – September 19, 2017
  - Investment Policy
  - H-SAA Package 2017/18
  - Pharmacy Matrix
  - Cash Flow Projections
  - Monthly Financial Report, July /17

The minutes were presented and reviewed.

Mr. Brown was commended for his diligent work on the hospitals' investments. Suggested revisions to the hospital Investment Policy were outlined which will allow more flexibility in selecting investments to meet reasonable rates of return. The policy update was approved as presented.

The Audit Committee had engaged in robust conversation regarding the hospitals' financial situation and the ongoing submission of deficit budgets to the HNHB LHIN. This resulted in the presentation of several motions for the Board to consider, including the recommendation to initiate an operational review and the recommendation to initiate the cost savings on hold if the operational review does not result in balancing the budget. Discussion focused on the anticipated costs of an operational review and the option of having experts from St Joseph's Healthcare Hamilton undertake the review at a significantly reduced cost. It was noted that mini-reviews are being conducted regularly between hospital organizations in order to improve performance and ensure best practice. A recommendation was made to ensure that there is no conflict of interest in having St. Joseph's undertake the review in light of the potential partnership. The initiation of an operational review was supported.

Discussion ensued regarding the Audit Committee recommendation of initiating cost savings on hold if the operational review does not result in balancing the budget. The Board was advised that a meeting was held today with the Ontario Hospital Association CEO, Anthony Dale. He advised that HDS is not alone in a deficit position and that the MOHLTC recognizes the issues and plans to introduce funding formula changes within the next two years.

A meeting is scheduled involving the HNHB LHIN CEO, Dr. Smith and Mrs. Rufrano to discuss the proposed partnership between St. Joseph's and Hotel Dieu Shaver and the ongoing HDS deficit. The LHIN has advised that there is no additional funding available through their office.

The Audit Committee also discussed the political aspect surrounding the HDS deficit. A plan is being developed to invite local politicians in to receive details regarding the funding shortfall, hospital wait times, a rehab capital update, and barriers and challenges affecting patient care.

The updated 2017/18 H-SAA budget projecting a deficit of -\$1,346,257 was endorsed as presented.

The Pharmacy matrix, cash flow projections and the monthly financial report were provided for information.

***“That the Audit Committee minutes dated September 19, 2017, be approved as presented.”***

***“That the Board of Trustees endorses the recommendation of the Audit Committee that the Investments Policy be amended to reclassify preferred shares from equity designation to fixed income designation to more properly reflect the nature of preferred shares and allow more flexibility in selecting investments to meet reasonable rates of return.”***

***“That the Board of Trustees endorses the recommendation of the Audit Committee to initiate the process of an operational review of Hotel Dieu Shaver by an external consultant.”***

***“That the Board of Trustees endorses and recommends approval of the 2017/18 H-SAA budget to the Members of the Corporation.”***

- Governance Accreditation & Strategic Planning Ad Hoc Committee – September 5, 2017

The minutes were presented and reviewed.

The Committee continues to review updated standards in preparation for Accreditation.

***“That the Governance Accreditation & Strategic Planning Ad Hoc Committee minutes dated September 5, 2017 be approved as presented.”***

## Reports:

- Leadership - October
  - The report was presented and reviewed.
  - Details of a recent myth busting session held with the NHS consultant, NHS staff and HDS staff, were provided. This session helped to facilitate a better understanding of the HDS streams of patient care and other misconceptions affecting both organizations and an action plan is being developed with a goal of providing additional education to HDS and NHS staff.
- Chief of Staff - October
  - The report was presented and reviewed.
  - Specialty services of in-house Physiatry physicians were outlined.
- Foundation
  - The Foundation’s October Report was provided for information.

- Steve Ludzik will present a donation for the Parkinson's program to the Foundation this week.
- Invitations to the Foundation's Tree Lighting Ceremony at the Market Square on November 17<sup>th</sup> were distributed and activities planned for the event were provided.

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:*

- The Spirit, September*
- LHINSight, September*
- Hospital News, October*

#### *7.2 Included:*

- HDS Anniversary (Snapd)*
- Daily Bed Occupancy, September*
- Why does HDS Excel in patient satisfaction*

The correspondence was reviewed. Patient satisfaction remains remarkably high due to effort of staff to go above and beyond.

#### *7.3 Letters of Thanks*

Letters of thanks were pre-circulated for review. The issue of complaints was raised and trustees were advised that the process for addressing letters of complaints includes review by a Board committee.

The Chair concluded the Regular meeting at 5:45 p.m. and moved to the In-Camera Meeting.

### **8. In-Camera Session**

<b>Motion</b>	<b>Moved by:</b>	<b>Mr. P. Brown</b>
	<b>Seconded by:</b>	<b>Ms. J. Armitage</b>

**“That the meeting move to an in-camera session to discuss/approve the previous in-camera minutes, to receive an update on a partnership opportunity and discuss/approve the Draft Statement of Principles and receive background information from a business proposal.”**

### **Chair's Report on the In-Camera Session**

**The Board moved to an in-camera session at 5:45 p.m. and approved the previous in-camera minutes, received a partnership opportunity update, discussed and approved the Draft Statement of Principles and received background information from a business proposal which will not be pursued.**

**Moved by:                Mr. P. Brown**  
**Seconded by:         Ms. J. Armitage**

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

### **CARRIED**

### **9.     Adjournment**

The meeting adjourned at 6:45 p.m.

Next Meeting:         Tuesday, November 14, 2017, 4 pm, Regular Meeting, Employee Recognition  
Event to follow