

<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, Ms. J. Armitage, Bishop G. Bergie, Mr. G. Leach, Ms. B.L. Souter, Mr. F. Bagatto, Mr. P. Brown, Mr. J. Rollo

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

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

**Regrets:** Mr. B. Lawler, Ms. J. Friesen, Dr. R. McTavish

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#### **Call to Order**

The Open Session meeting was called to order at 5:00 p.m. Quorum for the meeting was achieved at the onset of the Strategic Agenda session.

#### **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.

### **1. PRESENTATION OR EDUCATION**

#### **-Patient Video**

A patient story video featuring two HDS employees was presented.

#### **-Environmental Services Department**

Trustee education will be provided on a regular basis including Directors and Managers outlining their areas of responsibility.

Mr. Paul Coccimiglio, Director of Environmental Services was introduced and welcomed to the meeting. He provided a detailed and interactive overview of the Environmental Services

portfolio including property, cleaning, food and security services. The divisions of each service were outlined. Hospital Infrastructure Renewal Funding (HIRF) and the exceptional circumstance project requests were detailed along with the timelines associated with approvals. Mr. Coccimiglio was thanked for the informative presentation and excused from the meeting.

**Pre-identification of items in Consent Agenda to be moved to Strategic Agenda**

This item allows trustees the opportunity in advance of review of the Consent Agenda items to express a desire to move items from the Consent Agenda to the Strategic Agenda. No requests were voiced at this time.

**2. CONSENT AGENDA (includes Minutes, Reports & Information)**

- **Board of Trustees meeting minutes, June 12, 2018**
- **Retreat/Education session notes, June 12, 2018**
- **Executive Committee meeting minutes, July 3, 2018**
- **Medical Advisory Committee meeting minutes, June 27, 2018**  
**-Responsibilities Following A Patient's Death Policy**
- **Quality Improvement Committee meeting minutes, August 30, 2018**

**3. Business Arising**

Recognizing this as her first regular meeting in the Chair position, Ms. Atkinson requested trustees to announce if they feel the meeting is rushed or if something has been missed. She acknowledged staff and trustees for their diligent work over the summer months and reflected on the vast amount of preparation done for the upcoming Accreditation. The Anniversary barbecue held on August 14<sup>th</sup> was a very successful and well-attended event.

**4. Reports:**

- **Leadership Report – September 2018**
- **Chief of Staff Report – September 2018**
- **Foundation Report – September 2018**

**5. Correspondence:**

**Pre-circulated:**

- Treasury Board memo re: executive compensation
- September Events calendar

**Included:**

- #OurHospitals Board survey
- Senior Care Self Assessment survey
- Balanced Scorecard, May 2018
- Letter to Jim Bradley, June 15, 2018
- Letters of Thanks, circulated by email

**Motion**                      **Moved by:**                      **Mr. J. Rollo**  
   **Seconded by:**                      **Mr. F. Bagatto**

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

**CARRIED**

## **6. STRATEGIC AGENDA**

- **Governance Accreditation & Strategic Planning Ad-Hoc Committee meeting minutes, September 6, 2018**  
**-ROP Slidedeck (to be circulated)**

The minutes were reviewed and the ROP slidedeck was distributed at the table. Appreciation was extended to all who participated on the team in preparation for Accreditation.

Mr. Ceglie and Ms. Hansen outlined the various Accreditation teams noting each team has reviewed their relevant indicators. The process for review of ROP's (required organizational practices) and the gathering of evidence/supporting documentation was detailed. Poster boards and quizzes for staff education have been prepared and utilized. It was noted that the previous Accreditation resulted in several recommendations which have been implemented. One significant change since the last Accreditation is the introduction of Patient and Family Advisors – this has been embraced at HDS and the Advisors are an active group within the facility. It was shared that Ms. Wignall, Executive Assistant, has been invited to join the Governance Accreditation & Strategic Planning Ad-Hoc Committee in light of her knowledge of the administrative bylaws and experience with the Board.

## **7. Business Arising**

### **-Political Engagement for Rehab Capital Proposal**

Ms. Johnson recapped the activity with the Rehab Capital Proposal including the announcement for a \$500,000 planning grant prior to the election and the hospitals' continued efforts to secure the administration letter and funds. Ms. Pay has picked up on the communication trail with Mr. Peter Kaftarian, ADM, Health Capital Division, MOH, who advises that he will check on the status of the funding and reconnect. He will also plan a tour at HDS when he is able to.

Meetings with all local MPP's have now been completed. All are supportive and will work to bring this forward in Toronto to the attention of Hon. Christine Elliott. Discussion was held regarding strategies such as a dedicated page on the hospital website or the use of petitions and public letters of support. It was expressed that although there appears to be support for faith-based organizations it is apparent that the government seems to be non-committal at the present time. All indications suggest the general public, not hospital staff, rally the government in support of the capital project.

**8.Reports/Other Business**

- Proposed Ad Hoc Committee of the Board, Marketing Committee

A report was presented requesting the establishment of an Ad Hoc Marketing Committee of the Board. Resulting from discussion at the Quality Improvement Committee meeting, a review of the branding and marketing for a possible refresh was recommended. Ms. Medulun-Burke announced the support of the Foundation and the desire to be engaged in this process due to its importance from a fundraising perspective. A suggested tag line was offered. It was stated that Hotel Dieu Windsor recently undertook a similar exercise and that connecting with them could be valuable. Brock University or Niagara College may also be able to assist with student support. An email will be sent to trustees to seek membership for the committee.

<b>Motions</b>	<b>Moved by:</b>	<b>Mr. P. Brown</b>
	<b>Seconded by:</b>	<b>Bishop G. Bergie</b>

**“That the Governance Accreditation & Strategic Planning Ad Hoc Committee minutes dated September 6, 2018, be approved as presented.”**

**“That the Board of Trustees approves the establishment of an Ad Hoc Committee of the Board – Marketing Committee”**

**CARRIED**