
Board of Directors Meeting Minutes

Thursday, November 15, 2012

The Trillium Health Centre
Clinical and Administrative Building, 4th Floor, Large Boardroom
15 Bronte College Court, Mississauga, ON

Elected Directors Mr. Neil Skelding (Chair), Mr. Wayne Bossert, Mr. Sacha Ghai, Mr. J. Fred Kuntz, Ms. Joanne Rogers, Mr. William Rogers*, Mr. Edward Sellers, Mr. Lee Stem, Ms. Pam Turner, Ms. Karen Wensley*, Mr. Nicholas Zelenczuk

Ex-Officio Directors Dr. Naveen Dayal, Ms. Michelle DiEmanuele, Ms. Kathryn Hayward-Murray, Dr. Dante Morra, Dr. Sarita Verma, Dr. Bill Wong

Senior Management Team/Guests Dr. Gopal Bhatnagar, Ms. May Chang, Ms. Patti Cochrane, Ms. Karli Farrow, Ms. Krista Finlay, Mr. Stephen Hall, Ms. Katherine Hay, Dr. Norman Hill, Mr. Steve Hoscheit, Dr. Craig McFadyen, Ms. Morag McLean

Mr. Rich Couldrey, Vice President, Commercial Projects, Infrastructure Ontario
Ms. Amita Patkar, Project Manager, Commercial Projects, Infrastructure Ontario
Mr. Shashidhar Patil, Senior Project Coordinator, Project Delivery, Infrastructure Ontario
Ms. Angela Rea-Mahoney, Project Director, Common HIS

Resource Ms. Sarah Patterson-Snell

Regrets Dr. Mathias Gysler, Mr. Tim McGuire, Mr. Ron Noble, Mr. Alan Torrie

* Teleconference

1.0 Call to Order

The Chair called the Board of Directors meeting to order at 4:05 p.m. and confirmed quorum. He welcomed Dr. Dante Morra to his first Board meeting.

1.1 Approval of Agenda

The members reviewed the agenda.

MOVED by Mr. Sacha Ghai and seconded by Ms. Joanne Rogers that the agenda for the November 15, 2012 Board of Directors meeting, be approved as circulated.

CARRIED

1.2 Declaration of Conflict of Interest

The Chair reminded the Board that conflicts are to be declared as the agenda item arises.

2.0 Consent Agenda

Additions to the consent agenda included the minutes of the Medical Advisory Committee (MAC) meeting held on October 9, 2012 as well as the privileging recommendations for new appointments and changes in status as emailed to the Board prior to the meeting and provided as blotter items. A revised Terms of Reference for the Fiscal Advisory Committee was also provided as a blotter item.

MOVED by Mr. Edward Sellers and seconded by Mr. Wayne Bossert that the Consent Agenda for the November 15, 2012 Board of Directors meeting, be approved as amended.

CARRIED

3.0 Quality & Patient Safety

3.1 Quality and Performance Monitoring Committee

Mr. Fred Kuntz introduced this item on behalf of the Committee Chair, Mr. Tim McGuire. Ms. Patti Cochrane recounted one patient's experience through a cancer diagnosis. Two PowerPoint presentations, which form part of the record of this meeting, were provided to the Board. Dr. Norman Hill reported on the Quality Improvement Plan dimension of "safety" while Ms. Kathryn Hayward-Murray reported on the dimension of "access."

The CEO noted that more aggressive activities are being implemented to improve the results in the hand hygiene and Clostridium difficile infection (CDI) rates. A blotter item was provided on the CDI rates across large community and acute teaching hospitals between April 2011 and March 2012. Further analysis of this data will be completed, particularly with respect to antibiotic stewardship.

Management responded to the Directors' inquiries with respect to the work underway to reduce Emergency Department wait times including linkages with the community, improving flow and ensuring timely discharge practices.

Dr. G. Bhatnagar joined the meeting at 4:45 p.m.

4.0 Reports

4.1 Chair's Report

The timeline for the Accreditation work will be moved to January/February 2013. The work plan will be further revised to include Master Planning/Master Programming.

MOVED by Mr. Edward Sellers and seconded by Mr. Wayne Bossert that the Board of Directors approves the proposed Board Work Plan for 2012/2013, as amended.

CARRIED

4.2 President and CEO Report

The CEO provided the following report:

- the hospital has been chosen as a co-lead, along with the Summerville Family Health Team, within the Mississauga Halton Local Health Integration Network for a new program to be announced by the Minister of Health and Long-Term Care called Health Links;
- funding proposals have been submitted to the MH LHIN for projects aimed at operationalizing the new strategy;
- work continues on finalizing the capital plan for the medical academy as well as developing a medical psychiatry program in collaboration with the Centre for Addiction and Mental Health (CAMH), SickKids and the University of Toronto;
- progress continues to be made on the government relations strategy and the hospital will host Andrea Horwath, NDP Leader in late November for a tour of the West Toronto site;
- the Post Construction Operating Plan (PCOP) claw back letter has not yet been received;
- the merger is progressing well since the launch of the new organizational design in October; and
- the CEO acknowledged the efforts of the senior management team over the last year in accomplishing many milestones in the first year of the new hospital. The Board echoed the CEO's sentiments.

Management responded to the Directors' inquiries with respect to the kitchen renovation at the Trillium Health Centre site as well as the effect of the current political environment on hospital operations.

5.0 Strategic Direction

5.1 Strategic Plan Launch

Directors are invited to participate in activities taking place around the launch of the new name, brand and Strategic Plan. More information will be provided through the Board Office.

Ms. Krista Finlay previewed a promotional video on the new Strategic Plan as well as mock ups of external communication materials for the launch of the new name, brand and Strategic Plan. A demo of the new website was also provided.

The Information Technology and Communications teams were acknowledged for their efforts on this project.

6.0 Integration

6.2 Common Health Information System Update

Mr. Rich Couldrey, Ms. Amita Patkar and Mr. Shashidhar Patil from Infrastructure Ontario as well as Angela Rea-Mahoney, the hospital's Project Director, Common HIS joined the meeting for this item.

Mr. Stephen Hall and the guests from Infrastructure Ontario reviewed a PowerPoint presentation, which forms part of the record of this meeting that outlined the results of the market sounding exercise with respect to merging the core information systems into a single platform in partnership with the William Osler Health Centre, Halton Healthcare Services and Headwaters Health Care Centre.

Management responded to the Directors' inquiries with respect to the timeline for implementation, potential partnerships between the system integrators and software developers, models for risk transfer such as Alternative Financing and Procurement (AFP), capacity in the vendor community and the governance structure.

Further information and discussion will come forward in the months ahead.

7.0 Excellent Management

There was no business to address under this item.

8.0 Program Quality and Effectiveness

8.1 Medical Advisory Committee

There was no report provided from the Medical Advisory Committee.

9.0 Financial and Organizational Viability

9.1 Finance and Audit Committee

Mr. Nicholas Zelenczuk, Chair of the Finance and Audit Committee, reviewed the briefing materials, as pre-circulated, for the Finance and Audit Committee motions below.

MOVED by Mr. Nicholas Zelenczuk and seconded by Ms. Joanne Rogers that the Board approves the Financial Statements as presented for the period ended September 30, 2012

CARRIED

MOVED by Mr. Nicholas Zelenczuk and seconded by Mr. Wayne Bossert that the Board approves the 2013-2016 Long-Term Care Home Accountability Planning Submission (LAPS) for the McCall Centre Long-Term Care Interim Unit (LTCH).

CARRIED

MOVED by Mr. Nicholas Zelenczuk and seconded by Mr. Sacha Ghai that the Board approves a rollover of the current 2012/13 budget for MSAА programs.

CARRIED

10.0 Ensure Board Effectiveness

10.1 Governance Committee

Mr. Edward Sellers, Chair of the Governance Committee, reviewed the briefing materials, as pre-circulated, for the Governance Committee motions below.

MOVED by Mr. Edward Sellers and seconded by Ms. Pam Turner that the Board approves the proposed policy, II-13 Reporting on Compliance, with amendments, as recommended by the Governance Committee

CARRIED

MOVED by Mr. Edward Sellers and seconded by Mr. Fred Kuntz that the Board approves the updated Whistleblowing Policy and Procedure, as recommended by the Governance Committee.

CARRIED

MOVED by Mr. Edward Sellers and seconded by Mr. Nicholas Zelenczuk that the Board approves the Asset Protection Policy, as recommended by the Governance Committee.

CARRIED

MOVED by Mr. Edward Sellers and seconded by Mr. Lee Stem that the Board approves the proposed policy, III-10 Research Policy, as recommended by the Governance Committee.

CARRIED

MOVED by Mr. Edward Sellers and seconded by Ms. Joanne Rogers that the Board approves the proposed Terms of Reference (ToR) for the Research Ethics Board (REB) for a single REB for the organization, as recommended by the Governance Committee.

CARRIED

MOVED by Mr. Edward Sellers and seconded by Mr. Sacha Ghai that the Board approves the deletion of Board Policy III-2 Performance Monitoring, as recommended by the Governance Committee.

CARRIED

MOVED by Mr. Edward Sellers and seconded by Mr. Wayne Bossert that the Board approves the Risk Management Committee Terms of Reference, as recommended by the Governance Committee.

CARRIED

MOVED by Mr. Edward Sellers and seconded by Mr. Wayne Bossert that the Board approves the proposed Terms of Reference for the Quality and Performance Monitoring Committee, as recommended by the Governance Committee.

CARRIED

MOVED by Mr. Edward Sellers and seconded by Mr. Wayne Bossert that the Board approves the establishment of a Planning and Building Sub-Committee with the membership to be determined by the Finance and Audit Committee in accordance with the Sub-Committee's Terms of Reference, as recommended by the Governance Committee.

CARRIED

MOVED by Mr. Edward Sellers and seconded by Mr. Nicholas Zelenczuk that the Board approves the responsibilities of the Planning and Building Sub-Committee as outlined in the Terms of Reference attached, as recommended by the Governance Committee.

CARRIED

Board Portal Discussion

Ms. Sarah Patterson-Snell outlined the options available to the Directors with respect to the implementation of an online Board portal. Directors were asked to provide their preferences to the Chair of the Governance Committee or the Board Office in order to inform the discussion on this topic at the Governance Committee meeting in December.

11.0 Risk Management

There was no business to address under this item.

12.0 Professional Staff Association

Dr. Bill Wong reported that the Professional Staff Association will host the first long service award celebration for the new hospital on December 3, 2012 at the Living Arts Centre. Physicians with five years (or multiple of five years) of service will be recognized and will include 113 active members and 12 honorary members.

The CEO acknowledged Dr. Naveen Dayal for his participation in the selection process for the Physician Leaders.

13.0 External Relationships

There was no business to address under this item.

14.0 Adjournment

MOVED by Mr. Wayne Bossert and seconded by Mr. Lee Stem that the meeting be adjourned.

CARRIED

The Board of Directors meeting was adjourned at 7:40 p.m.

15.0 In Camera Meeting

An in camera meeting was held following the formal portion of the meeting.

Board approved: January 17, 2013