

**Trillium Health Partners  
Board of Directors Meeting Minutes  
Thursday, November 24, 2016**

Mississauga Hospital, Clinical and Administrative Building, 4th Floor, Large Boardroom  
15 Bronte College Court, Mississauga, Ontario

**In Attendance:**

<b>Elected Directors</b>	Mr. Wayne Bossert (Chair); Ms. Michele Darling; Mr. Chitwant Kohli; Dr. Mohamed Lachemi; Mr. Alan MacGibbon; Ms. Christine Magee; Ms. Stacey Mowbray; Ms. Karen Wensley; and Mr. Nick Zelenczuk
<b>Ex-Officio Directors</b>	Ms. Michelle DiEmanuele; Ms. Kathryn Hayward-Murray; Dr. Dante Morra; Dr. Melanie Binnington; and Dr. Jerry Levesque; Dr. Colin Saldanha; and Dr. Trevor Young
<b>Senior Management</b>	Ms. Patti Cochrane; Ms. Karli Farrow; Dr. Alison Freeland; Mr. Steve Hall; Mr. Steve Hoscheit; Mr. Dean Martin; and Dr. Rob Reid
<b>Guests</b>	Ms. Nicole Vaz, General Counsel
<b>Resource</b>	Ms. Kate Anderson
<b>Regrets:</b>	Mr. David Allgood; and Mr. Perry Miele

**1.0 Call to Order**

The Chair called the Board meeting to order at 3:30 p.m.

The Chair confirmed quorum.

The Chair indicated that the meeting would commence with a short in-Camera Session.

**2.0 In-Camera Session**

The Board met briefly In-Camera, without management present.

Management, Ms. Vaz and Ms. Anderson then joined the meeting.

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### 3.0 Approval of Agenda

3.1 The Board members reviewed the agenda. No revisions were made.

**MOVED** by Mr. MacGibbon and seconded by Ms. Mowbray, that the Agenda for the November 24, 2016, Board of Directors meeting, be approved.

**CARRIED**

### 3.2 Declaration of Conflict of Interest

The Chair reminded the Board that conflicts are to be declared as the agenda item arises. No conflicts were declared.

### 4.0 Consent Agenda

The Chair presented the Consent Agenda for discussion and approval.

Dr. Morra discussed his role which is accountable for overseeing and reporting to the Board of Directors in relation to the Research and Ethics Board (“REB”) and providing the Board with an Annual REB Report, which had been included in September’s Board materials.

Dr. Morra then discussed the Governance and Human Resources Committee’s recommendation to the Board for the appointment of Mr. James Anderson as the REB Chair.

**MOVED** by Ms. Darling and seconded by Mr. Kohli, that the Consent Agenda for the November 24, 2016, Board of Directors meeting, be approved.

**CARRIED**

### 5.0 Strategy Update

#### Capacity

The CEO provided a Strategy Update focusing primarily on the work being done to address systemic capacity issues at THP, in particular with respect to the Master Plan which had been discussed at the Priorities and Planning Committee and Advisory Committee meetings.

Continuing her report, Ms. DiEmanuele expressed her appreciation for the Patient Care Services team’s continued work to address capacity issues. She advised that she would be meeting with the Ministry of Health and Long-Term Care (“MOHLTC”) again in mid-December to discuss funding. With respect to the Master Plan, she advised that the leadership team continued to hold discussions with the MOHLTC and members of provincial parliament regarding funding needs to address capacity and infrastructure challenges.

Ms. DiEmanuele also reviewed the status of the Seniors Health Hub. A discussion followed regarding the Seniors Health Hub, projected capacity limits and contingency plans.

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### HIS Project Update

Ms. DiEmanuele provided an update on the HIS Project. She advised the Board that the MOHLTC had consulted with THP on provincial guidelines, which had not yet been defined, for HIS renewal projects regarding regional partnerships, business cases and procurement exceptions.

Mr. Hall outlined the projected timeframe for the application to proceed with the release of a Request for Proposal to the market in the New Year. He also discussed the extensive estimates and work completed to support a budget, which had been included in the material after consultation with Deloitte and Ms. Sally Daub, an advisor to the HIS Project.

## 6.0 Reporting

### Chair's Report

6.1 The Chair provided his report to the Board. He noted that the focus of the meeting would be held In Camera. He thanked Dr. Saldanha and Mr. Hoscheit for the Foundation's support over the past five years, which was the reason for the evening's joint social event with the two Boards, to celebrate five years of accomplishments since the merger in December 2011.

### 6.2 President & CEO Report

Ms. DiEmanuele introduced a video on the Flu Vaccination campaign.

The CEO then indicated that she would soon provide the Board with a briefing note on the Audit Report issued by the Auditor General of Ontario. She thanked Mr. Hall for coordinating a response to the Report, after consultation with the Chair, Mr. Kohli and senior management.

Ms. DiEmanuele highlighted the success of the previous evening's community Town Hall, which had been held by telephone, with over 10,000 participants. She remarked that some useful suggestions had been made by the community and that there was now a broader community understanding of THP's capacity challenges.

Ms. DiEmanuele concluded by noting that a new Strategic Plan was being developed which would be discussed in depth at the June Board Retreat.

### 6.3 Chief of Staff Report

Dr. Morra provided the highlights from the Chief of Staff Report. He commented on the capacity issues, wait times and the annual physician credentialing and re-applications process, which he indicated is currently a time-consuming manual process. Dr. Morra also discussed changes to practices within Unplanned Care (including the associated impact on compensation), for which he acknowledged Ms. Hayward-Murray's team's efforts, and the hospital's retention and recruitment strategy.

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### 6.4 Chief Nursing Executive Report

Ms. Hayward-Murray referred the Board members to the Chief Nursing Executive Report. She thanked the CEO, COS, Mr. Martin, Ms. Farrow, Mr. Hall and Dr. Freeland for their teams' tremendous support and help with the recent move of 39 patients to a dedicated Complex Continuing Care unit at the Queensway Health Centre.

Ms. Hayward-Murray then provided an update on requests for assistance in dying, and on the continued collaboration between staff, physicians and management to address capacity challenges.

### 6.5 Professional Staff Association Report

Dr. Levesque provided a verbal Professional Staff Association Report.

### 6.6 Trillium Health Partners Foundation Report

Dr. Saldanha presented the Trillium Health Partners Foundation Report. He discussed the evening's joint social event with the THP Board; the Foundation Board's Retreat next week; the annual fundraising accomplishments; and the Laugh Out Loud event to be held in February.

## 7.0 Committees

### 7.1 Finance and Audit

#### Summary Committee Chair Report

Mr. Kohli provided the Finance and Audit ("FAC") Summary Committee Report. He referred the Board members to the various contracts and agreements which had been recommended by the FAC to the Board and included in the Consent Agenda material. He specifically referred to delays associated with the Phase III Development at the CVH location which was being closely monitored by the Committee.

#### Financial Statements as at September 30, 2016

The Board reviewed the Financial Statements as at September 30, 2016.

Mr. Kohli referred the Board to the highlights included in the Briefing Note which had been provided.

**MOVED** by Mr. MacGibbon and seconded by Ms. Mowbray, that the Board approve the September 30, 2016, Financial Statements.

**CARRIED**

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### 7.2 Governance and Human Resources

#### Summary Committee Chair Report

Ms. Darling provided the Board with a verbal report on the Governance and Human Resources Committee's activities.

### 7.3 Priorities and Planning

#### Summary Committee Chair Report

Mr. MacGibbon provided a verbal report on the activities of the Priorities and Planning Committee. He noted specifically the Committee's involvement in the Capital Plan and its review and discussion of the Report from the Auditor General of Ontario.

### 7.4 Quality and Program Effectiveness

#### Summary Committee Chair Report

Mr. Zelenczuk first invited Dr. Freeland to discuss the recent mock Accreditation sessions which had been held in preparation for the Accreditation exercise later in 2017.

Dr. Freeland provided a verbal report on the recent mock Accreditation Canada exercise.

Mr. Zelenczuk provided a verbal update on the activities of the Quality and Program Effectiveness Committee, which included hand hygiene statistics; an update on the repatriation of medical device reprocessing; and the events of Quality Week.

Mr. Zelenczuk concluded by thanking Dr. Morra's extended family and friends for their generous endowment to the hospital.

### 8.0 Other Business

There was no other business to discuss.

The Chair indicated that a brief In-Camera meeting would now take place.

### 9.0 Adjournment

**MOVED** by Mr. Kohli and seconded by Mr. Zelenczuk, that the meeting be adjourned at 5:10 p.m.

**CARRIED**

With the exception of Ms. DiEmanuele and Dr. Morra, the Ex-Officio Directors left the meeting, together with management and Ms. Anderson.

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**10.0 In-Camera Session**

An in-camera session was held following adjournment of the Board meeting.

**BOARD APPROVED: JANUARY 26, 2017**