

Hamilton Board Committee

Thursday, May 29, 2014

15:30 pm

*Dofasco Boardroom – Juravinski
Innovation Tower*

Open Session

St. Joseph's
Villa  Dundas

St. Joseph's
Healthcare  Hamilton

St. Joseph's
Home  Care

Hamilton Board Committee Meeting – Open Agenda
Thursday, May 29, 2014
3:30 – 6:00 p.m.

Dofasco Boardroom – St. Joseph's Healthcare Hamilton
2nd Floor, Juravinski Innovation Tower
50 Charlton Avenue East, Hamilton

- Elected Members** Mr. Carl Santoni (Chair), Mr. Peter Tice, Mr. Sonny Monzavi, Ms. Mary Dow, Mr. Ben Gould, Dr. Mary Guise, Mr. Jim LoPresti, Ms. Carolyn Milne, Mr. Ray Rocci, Ms. Moira Taylor, Mr. Tony Thoma, Mr. David Tonin, Mr. Adriaan Korstanje, Dr. Jack Gauldie.
- Ex-Officio Members** Dr. Rebecca Amer, Ms. Winnie Doyle, Dr. Hugh Fuller, Dr. David Higgins, Dr. John Kelton, Dr. Kevin Smith
- Senior Management Team** Mr. David Bakker, Mrs. Jane Loncke
- Resource** Mr. Bryan Herechuk, Ms. Fadia Ros, Ms. Sera Filice-Armenio, Ms. Maureen Ellis.
- Guest(s)** Dr. D. Russell.

VALUES: D = dignity, R1 = respect, S = service, J = justice, R2 = responsibility, E = enquiry

Time	Item	Topic	Motion	Values	Lead	Page
3:30pm	1.0	Call to Order				
	1.1	Opening Prayer		R2	D. Tonin	
	1.2	Approval of Agenda	All HBC Voting Members: THAT THE OPEN AGENDA OF THE MAY 29, 2014 HAMILTON BOARD COMMITTEE BE APPROVED	R2	C. Santoni	
	1.3	Declaration of Conflict of Interest		R2	C. Santoni	
	1.4	Introduction of Guests		R1	C. Santoni	

3:35pm	2.0	Consent Agenda				
	2.1	<i>Approval of Hamilton Board Committee Open Minutes</i>	<u>All HBC Voting Members:</u> THAT THE OPEN MINUTES OF THE APRIL 24, 2014 HAMILTON BOARD COMMITTEE BE APPROVED	R2	C. Santoni	1-5
	2.2	<i>Governance Mission and Values Committee Minutes and Motions</i>	<u>All HBC Voting Members:</u> THAT THE MINUTES OF THE GOVERNANCE MISSION AND VALUES COMMITTEE OF MAY 6, 2014 BE ACCEPTED FOR INFORMATION	R2	P. Tice	6-13
	2.3	<i>Resource & Audit Committee Minutes and Motions</i>	HIGHLIGHT REPORT ITEM 4.1	R2	S. Monzavi	
3:50pm	3.0	Quality & Patient Safety				
	3.1	<i>Quality Committee Minutes, Motions and Report</i>	<u>All HBC Voting Members</u> THAT THE MINUTES OF THE MAY 13, 2014 QUALITY COMMITTEE BE ACCEPTED FOR INFORMATION <u>SJHC Voting Members</u> THAT THE QUALITY IMPROVEMENT PLAN FOR SJHC 2014-15 BE APPROVED	S	R. Rocci	14-22
	3.2	<i>Medical Advisory Committee Presentation:</i>	<i>Dr. David Russell Chief, Department of Medicine</i>	E		
4:05pm	4.0	Highlight Report				
	4.1	<i>Resource and Audit Committee Minutes and Motions</i>	<u>All HBC Voting Members</u> THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE OF MAY 20, 2014 BE ACCEPTED FOR INFORMATION <u>SJHH Voting Members:</u> THAT THE SJHH AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2014 BE APPROVED	R2	S. Monzavi	23-102

			<p><u>SJHH Voting Members:</u> THAT KPMG CHARTERED ACCOUNTANTS BE APPOINTED AUDITORS FOR SJHH FOR THE YEAR ENDING MARCH 31, 2015</p> <p><u>SJHC Voting Members:</u> THAT THE SJHC AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2014 BE APPROVED</p> <p><u>SJHC Voting Members:</u> THAT KPMG CHARTERED ACCOUNTANTS BE APPOINTED AUDITORS FOR SJHC FOR THE YEAR ENDING MARCH 31, 2015</p> <p><u>SJVD Voting Members</u> THAT KPMG CHARTERED ACCOUNTANTS BE APPOINTED AUDITORS FOR SJVD FOR THE YEAR ENDING DECEMBER 31, 2014</p> <p><u>SJVD Voting Members</u> THAT THE MEMORANDUM OF SETTLEMENT SIGNED MARCH 17, 2014 BETWEEN CUPE AND ST. JOSEPH'S VILLA BE RATIFIED</p>			
4:20pm	5.0	Reports				
	5.1	<i>Report of Chair</i>		R2	C. Santoni	
	5.2	<i>Report of the President and CEO, St. Joseph's Health System</i>		R2	K. Smith	
	5.3	<i>Report of Presidents</i>		R2 / S	D. Higgins D. Bakker J. Loncke	103-104
	5.4	<i>Report of President SJHH Foundation SJVD Foundation</i>		R2	S. Filice-Armenio M. Ellis	

St. Joseph's Healthcare Hamilton
50 Charlton Avenue East
Hamilton, ON, L8N 4A6
905-522-1155

St. Joseph's Villa Dundas
56 Governor's Road
Dundas, ON, L9H 5G7
905-627-3541

St. Joseph's Home Care
1550 Upper James St, Suite 201
Hamilton, ON, L9B 2L6
905-522-6887

	5.5	Report of Chief Nursing Officer		R2 / S	W. Doyle	
	5.6	Report of President, Medical Staff Association		R2	R. Amer	
5:20pm	6.0	Information / Education Items				
	6.1	HBC Closed Summary		R2 / E	C. Santoni	105
	6.2	HBC Walkabouts - Education Schedule				106-108
5:25pm	7.0	Adjournment				
	7.1	Motion to adjourn	All HBC Voting Members: THAT THE OPEN SESSION OF THE HBC BE ADJOURNED		C. Santoni	
5:25pm	8.0	Break followed by Closed Session				

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Committee: **Hamilton Board Committee – OPEN SESSION** Date: April 24, 2014

Called to order at: 1530 hours Adjourned: 1655 hours

Location: Dofasco Boardroom – 2nd Floor Juravinski Innovation Tower

Present: Mr. C. Santoni - Chair, Mr. R. Rocci, Mr. B. Gould, Mr. T. Thoma, Mr. S. Monzavi, Mrs. C. Milne, Mr. A. Korstanje, Dr. H. Fuller, Mrs. J. Loncke, Dr. K. Smith, Mr. P. Tice, Mrs. M. Taylor, Mr. J. LoPresti, Mrs. M. Dow, Dr. J. Gauldie, Dr. M. Guise.

Regrets: Mrs. M. Ellis, Ms. W. Doyle, Mr. D. Tonin, Mr. S. Monzavi, Dr. R. Amer.

Resource Staff: Dr. D. Higgins, Ms. F. Ros, Mr. B. Herechuk, Mr. D. Bakker, Mrs. J. Loncke, Mrs. S. Filice-Armenio, Mrs. M. Ellis.

Guests: Dr. A. Adili

NEXT MEETING May 29, 2014

Subject	Discussion
1. PROTOCOL	
1.0 CALL TO ORDER	The meeting was called to order at 1530 hours by C. Santoni.
1.1 OPENING PRAYER	T. Thoma opened the meeting with a prayer. There was reflection with respect to the value of
1.2 APPROVAL OF AGENDA	It was MOVED by J. LoPresti, SECONDED by J. Gauldie, VOTED AND CARRIED: THAT THE HAMILTON BOARD COMMITTEE AGENDA BE APPROVED AS CIRCULATED
1.3 DECLARATION OF CONFLICT OF INTEREST	There was no declaration of conflict of interest.
1.5 INTRODUCTION OF GUESTS	Dr. A. Adili was introduced as the guests for the Open Session.
2. CONSENT AGENDA	
2.1 APPROVAL OF HAMILTON BOARD COMMITTEE OPEN MINUTES	<p style="text-align: center;"><u>Hamilton Board Committee Voting Members</u></p> <p>It was MOVED by J. LoPresti, SECONDED by R. Rocci, VOTED AND CARRIED</p> <p>THAT THE OPEN MINUTES OF THE MARCH 27, 2014 HAMILTON BOARD COMMITTEE BE APPROVED</p>

**2.2 GOVERNANCE,
MISSION AND VALUES
COMMITTEE MINUTES
AND MOTIONS**

See Highlight Report 4.1

**2.3 RESOURCE AND
AUDIT COMMITTEE
MINUTES AND
MOTIONS**

No Report in S. Monzavi's absence.

Hamilton Board Committee Voting Members

It was MOVED by M. Dow, SECONDED by J. LoPresti, VOTED AND CARRIED

**THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE OF APRIL 23,
2014 BE ACCEPTED FOR INFORMATION**

Hamilton Board Committee - SJHC Voting Members

It was MOVED by J. LoPresti, SECONDED by M. Taylor, VOTED AND CARRIED

**THAT THE ST. JOSEPH'S HOME CARE CONSOLIDATED BUDGET FOR THE YEAR
APRIL 1, 2014 TO MARCH 31, 2015 BE APPROVED**

**3. QUALITY AND
PATIENT SAFETY**

**3.1 QUALITY COMMITTEE
MINUTES, MOTIONS
AND REPORT**

- R. Rocci provided an update on the Quality Committee.
- Discussion occurred with respect to how quality drives the Integrated Comprehensive Care Program.
- Strategic Plan in relation to the Quality Committee was discussed.

Hamilton Board Committee Voting Members

It was MOVED by A. Korstange, SECONDED by C. Milne, VOTED AND CARRIED

**THAT THE MINUTES OF THE MARCH 11, 2014 QUALITY COMMITTEE BE
ACCEPTED FOR INFORMATION.**

**3.2 MEDICAL ADVISORY
COMMITTEE GUEST
PRESENTATION**

- A. Adili, Chief, Department of Surgery was the guest from the Medical Advisory Committee.
- Detailed discussion ensued with regard to the Standardized VTE Prophylaxis in the Peri-Operative Program.
- The design process of the initiative and how to publish on research in practice discussed in detail.

4. HIGHLIGHT REPORT**4.1 HIGHLIGHT REPORT**

Highlight Report – Governance, Mission and Values

- P. Tice provided highlights from the committee noting that the Resource and Audit Committee's two-page summary was felt to be very informative and requested that other committees provide similar reports.
- A teleconference will be held in May with legal counsel in regard to reviewing voting privileges and structure.
- It was noted that Peer Reviews for Board members are being streamlined to be more effectively managed as part of the policy.
- Board members were reminded that education and conferences are required as part of their role and to please review the list circulated by B. Herechuk.

Hamilton Board Committee Voting Members

It was MOVED by P. Tice, SECONDED by R. Rocci, VOTED AND CARRIED

THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE OF APRIL 1, 2014 BE ACCEPTED FOR INFORMATION

5. REPORTS**5.1 REPORT OF CHAIR**

The following was reported:

- C. Santoni attended all the committee meetings as well as the quarterly St. Joseph's Health System Board of Directors.
- A funding announcement was made on April 15th from the Boris Family. The family donated an additional \$5M to advance the robotic surgery program at St. Joseph's. The robotic suite will be known as the Boris Family Centre for Robotic Surgery.
- Thanks were extended to all board members who participated in the Around the Bay Road Race. \$41K was raised by the HBC Corporate Team and M. Taylor and B. Gould were thanked for their organization and tremendous fundraising efforts. The HBC team was one of the top three fundraising teams.
- K. Smith gave an update with respect to current initiatives across SJHS and the Province.
- The MOH Provincial Budget will be announced May 1st with 14 days for political parties to oppose before the final vote.
- The Ontario Nursing Association (ONA) Arbitration award to be announced shortly.
- K. Smith will participate on the expert panel over the next six months to integrate homecare across the Province and address its future.
- Dr. Bob Bell will be appointed new Deputy Minister of Health
- Dr. Ved Tanden, Courtesy Staff member here at SJHH, is the new President of the Ontario Medical Association (OMA).
- There will be a retreat with respect to Mental Health for Nunavut in the near future.

**5.2 REPORT OF
PRESIDENT AND CEO,
ST. JOSEPH'S HEALTH
SYSTEM**

5.3 REPORT OF PRESIDENTS

The following was reported:

- D. Higgins stated that all Board questions prior to the meetings are now being placed on a blotter and circulated to members for review and discussion at the meetings if further clarification is required.
- He referred to the Open Report;
 1. Environmental scan – (1.2) SJHH: Choosing Wisely Canada and elaborated on this interesting initiative engaging patients in utilization discussions.
 3. Operation Information – (3.7) COUPN: Agency Recognition Award. He stated this award is for all of Ontario and should be publically recognized by an announcement or press release from SJHH. The Board wishes to signal it's congratulations to our nursing team

ACTION: LETTER TO W. DOYLE CONGRATULATING NURSING TEAM FROM C. SANTONI/D. HIGGINS

5.4 REPORT OF PRESIDENTS

SJHH FOUNDATION

St. Joseph's Healthcare Foundation – S. Filice-Armenio

- The Around the Bay Road Race raised \$425,000 for SJHH.
- B. Gould thanked for his fund-raising efforts and was presented with a plaque on behalf of the Foundation along with C. Santoni.
- H. Fuller announced that there would be a Team MAC next year in support.
- A detailed overview was provided on the \$5K donation event with the Boris Family celebrated on April 15th. She thanked all those in attendance and noted that the Boris Family has donated \$16k to date to the Foundation, making SJHH the second largest robotics surgery centre in Canada.
- C. Santoni thanked the Boris Family for their donations on behalf of the Board.
- She invited board members to the official closing of the West 5th Campaign being held on June 16th at 10:00 a.m.
- Five (5) new members have been recruited to the Foundation Board.
- The HBC thanked S. Filice-Armenio for her excellent work at the Foundation.

SJVD FOUNDATION

St. Joseph's Villa Foundation – M. Ellis

- No Report in M. Ellis' absence.

5.5 REPORT OF CHIEF NURSING OFFICER

There was no report.

5.6 REPORT OF PRESIDENT, MEDICAL STAFF ASSOCIATION

There was no report

6. INFORMATION EDUCATION ITEMS

- 6.1 HBC Closed Summary
- 6.2 HBC Events/Walkabouts/Education Schedule

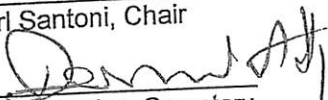
7. ADJOURNMENT

It was MOVED by J. LoPresti, SECONDED by R. Rocci, VOTED AND CARRIED
THAT THE OPEN SESSION OF THE HBC BE ADJOURNED

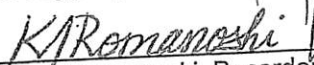
Subject

Discussion

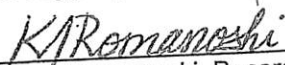
Carl Santoni, Chair



David Higgins, Secretary



Kathleen Romanoski, Recorder



OPEN REPORT TO THE HAMILTON BOARD COMMITTEE – MAY 2014

1. Environmental Scan

1.1 SJHH: Nursing Week

May 12-16, 2014 is Nursing Week. Nursing Week is celebrated each year during the week of Florence Nightingale's birthday, founder of modern nursing. It is a time to recognize the year round dedication and achievements of nurses and to increase awareness of their contributions to our health care system. At St. Joe's, multiple celebration events were held throughout the week at each campus and festivities also included the 13th Annual Nursing Excellence Awards Dinner.

1.2 SJHH: Mental Health Morning

May 8, 2014 was the Mental Health Morning breakfast in support of the Mental Health & Addictions Program at SJHH. This event featured Mary Walsh as the keynote speaker who shared her own struggles to reduce the stigma associated with mental illness and addiction.

1.3 SJVD: Staff Appreciation Week

The Villa combined Nurses' Week, Health and Safety Week and Staff Appreciation into one week of activities May 12-16. Multiple celebration events were held throughout the week to recognize all staff and health and safety in-services were offered.

2. Mission, Vision and Values Update

No updates

3. Operational Information

3.1 SJHC: Accreditation

SJHC has completed its accreditation on-site survey and has achieved Accreditation with Exemplary Standing. The surveyors were impressed with the steps that SJHC has taken to empower staff to provide exceptional care to clients. We were commended for living our values and the commitment and engagement of our very professional staff. In the area of Quality Improvement & Risk Management, the surveyors noted key strengths being our focus on quality which encompasses everyone at SJHC, from the Board of Directors to the front-line staff.

3.2 SJVD: Walk-about

The first round of walk-about has been completed and a new schedule created. The walk-about have been viewed by staff and Board members as productive and an opportunity for knowledge sharing. The walk-about idea is also going to be used as a "huddle" method to share urgent information especially in preparation of Accreditation.

3.3 SJHH: West 5th Redevelopment Update

Operational Readiness

- Deferred work from Phase I (mostly landscaping) will be complete by end of June weather permitting
- Operational readiness planning for Phase 2 occupants is well underway. Moves will take place in September 2014
- Demolition of Blocks A, D and C continued through April
- Currently project is on target to meet key Human Capital delivery dates – posting of Year 2 PCOP positions has begun

3.4 SJHH: Mindfulness

Mindfulness exercises have been incorporated to start the management meetings. Mindfulness is being incorporated throughout the organization as research has shown it can reduce anxiety and stress and increase empathy, attention and productivity. Some inpatient units have indicated interest in bringing mindfulness training to their units. This is being explored as a potential research project.

Hamilton Board Committee (HBC) – Summary of March 27, 2014 Closed Meeting Session

Motions Summary

Recommending HBC Committee	Motion Summary
The Medical Advisory Committee	It was voted that the: <ul style="list-style-type: none"> ▪ Minutes of the Medical Advisory Committee of March 6, 2014 be approved (Hamilton Board Committee – St. Joseph’s Healthcare Hamilton Voting Members). ▪ Recommendations on Research of the March 6, 2014 Medical Advisory Committee be approved (Hamilton Board Committee – St. Joseph’s Healthcare Hamilton Voting Members). ▪ Recommendations on Credentials of the March 6, 2014 Medical Advisory Committee be approved (Hamilton Board Committee – St. Joseph’s Healthcare Hamilton Voting Members).

Presentations and Reports to the HBC – Summary

The Board received an overview on the topic of revenue generation. The overview consisted of the current legislative and funding environments and what they mean within the context of a hospital’s ability to explore different revenue streams. The HBC had an in depth discussion with respect to exploring opportunities for new revenue streams or enhancing/improving existing revenue streams, the ultimate goal of which is to enhance the organization’s ability to provide safe, effective, accessible and kind service. The HBC looks forward to future discussions on this topic in the fall.