

# St. Joseph's Hamilton Joint Boards of Governors

*Thursday, September 25, 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

**St. Joseph's Hamilton Joint Boards of Governors – Open Agenda**  
**Thursday, September 25, 2014**  
**3:30 – 6:00 p.m.**

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

- Elected Members** Mr. Carl Santoni (Chair), Mr. Peter Tice, Mr. Sonny Monzavi, 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. Varun Chaudary

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 and		R2	A.Korstanje	
	1.1.1	Reflection on <b>DIGNITY</b>			All	
	1.2	Approval of Agenda	<u>All JBG Voting Members:</u> <b>THAT THE OPEN AGENDA OF THE SEPTEMBER 25, 2014 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE BE APPROVED</b>	R2	C. Santoni	
	1.3	Declaration of Conflict of Interest		R2	C. Santoni	
	1.4	Introduction of Guests		R1	C. Santoni	

3:40pm	2.0	<b>Consent Agenda</b>		R2	C. Santoni	1-6
	2.1	<i>Approval of Hamilton Board Committee Open Minutes</i>	<u>All JBG Voting Members:</u> <b>THAT THE OPEN MINUTES OF THE JUNE 26, 2014 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE APPROVED</b>			
	2.2	<i>Governance Mission and Values Committee Minutes and Motions</i>	<b>See Item 4.1 – Highlight Report</b>		P. Tice	
	2.3	<i>Resource &amp; Audit Committee Minutes and Motions</i>	<u>All JBG Voting Members</u> <b>THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE OF SEPTEMBER 17, 2014 BE ACCEPTED FOR INFORMATION</b>  <u>SJVD Voting Members</u> <b>AS AMENDED IN COMPLIANCE WITH PAY EQUITY LEGISLATION THAT THE IMPLEMENTATION OF THE NEW COMPENSATION PROGRAM AND RESULTING 2014 NON UNION WAGE INCREASE BE APPROVED</b>  <u>SJHC Voting Members</u> <b>AS AMENDED IN COMPLIANCE WITH PAY EQUITY LEGISLATION THAT THE SALARY ADMINISTRATION PROGRAM AND THE RESULTING 2014 NON UNION WAGE INCREASE BE APPROVED</b>	R2	S. Monzavi	7-43
3:50pm	3.0	<b>Quality &amp; Patient Safety</b>				

	3.1	Quality Committee Minutes, Motions and Report	All JBG Voting Members <b>THAT THE MINUTES OF THE SEPTEMBER 9, 2014 QUALITY COMMITTEE BE ACCEPTED FOR INFORMATION</b>	S	R. Rocci	44-46	
	3.2	Medical Advisory Committee Presentation:	Dr. Varun Chaudhary Chief, Department of Eye Medicine and Eye Surgery	E			
4:05pm	4.0	<b>Highlight Report</b>					
	4.1	Governance, Mission and Values Committee Minutes and Motions	All JBG Voting Members: <b>THAT THE MINUTES OF THE GOVERNANCE MISSION AND VALUES COMMITTEE OF SEPTEMBER 2, 2014 BE ACCEPTED FOR INFORMATION</b>  All JBG Voting Members: <b>THAT THE NOMINATING SUB-COMMITTEE REPORT BE APPROVED</b>  All JBG Voting Members: <b>THAT THE REVISED TERMS OF REFERENCE FOR THE GOVERNANCE, MISSION AND VALUES COMMITTEE BE APPROVED</b>  All JBG Voting Members: <b>THAT THE REVISED TERMS OF REFERENCE FOR THE NOMINATING SUBCOMMITTEE BE APPROVED</b>	R2	P. Tice	47-58	
4:20pm	5.0	<b>Reports</b>					
	5.1	Report of Chair		R2	C. Santoni		
	5.2	Report of the President and CEO, St. Joseph's Health System		R2	K. Smith		
	5.3	Report of Presidents		R2 / S	D. Higgins D. Bakker J. Loncke	59-61	

	5.4	Report of President SJHH Foundation SJVD Foundation		R2	S. Filice- Armenio M. Ellis	
	5.5	Report of Chief Nursing Officer		R2 / S	W. Doyle	
	5.6	Report of President, Medical Staff Association		R2	R. Amer	
<b>5:20pm</b>	<b>6.0</b>	<b>Information / Education Items</b>				
	6.1	JBG Closed Summary		R2 / E	C. Santoni	62-63
	6.2	JBG Walkabouts - Education Schedule				64-65
	6.3	BLG – Memo re: Governance				66-68
<b>5:25pm</b>	<b>7:0</b>	<b>Adjournment</b>				
	7.1	Motion to adjourn	All JBG Voting Members: THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE ADJOURNED		C. Santoni	
<b>5:25pm</b>	<b>8.0</b>	<b>Break followed by Closed Session</b>				

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

Committee: **Hamilton Board Committee – OPEN SESSION**

Date: June 26, 2014

Called to order at: 1530 hours

Adjourned: 1715 hours

Location: Dofasco Boardroom – 2<sup>nd</sup> Floor Juravinski Innovation Tower

Present: Mr. C. Santoni - Chair, Mr. R. Rocci, Mr. B. Gould, Mr. D. Tonin, Mr. T. Thoma, Mrs. C. Milne, Dr. H. Fuller, Mr. P. Tice, Mrs. M. Taylor, Mr. S. Monzavi, Mr. A. Korstanje, Dr. J. Gauldie, Mr. J. LoPresti, Dr. R. Amer..

Regrets: Mrs. M. Dow, Ms. W. Doyle, Dr. M. Guise.

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

Guests: Dr. L. Hatcher.

NEXT MEETING September 25, 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	M. Taylor opened the meeting with a prayer. There was reflection with respect to the value of enquiry.
1.2 APPROVAL OF AGENDA	<ul style="list-style-type: none"> <li>• The motion on page 2 of the agenda with respect to productivity improvement initiatives has been moved from the Consent Agenda to the Closed Agenda for discussion (item 2.1).</li> <li>• The motion on page 2 of the agenda with respect to the goals achieved under the quality improvement plan has been moved from the Consent Agenda to the In-Camera discussion.</li> <li>• It was noted that all discussion related to the above topics including information contained in the Treasurer's Report, as well as discussion on page 20, item 5.2.3. be redacted from the Resource and Audit Committee minutes.</li> </ul> <p>With the above changes and redactions, it was <b>MOVED</b> by J. LoPresti, <b>SECONDED</b> by J. Gauldie, <b>VOTED AND CARRIED</b>:</p> <p><b>THAT THE HAMILTON BOARD COMMITTEE AGENDA BE APPROVED AS CIRCULATED</b></p>
1.3 DECLARATION OF CONFLICT OF INTEREST	There was no declaration of conflict of interest.
1.4 INTRODUCTION OF GUESTS	Dr. L. Hatcher was introduced as the guest for the Open Session.

**2. CONSENT AGENDA**

**2.1 APPROVAL OF  
HAMILTON BOARD  
COMMITTEE OPEN  
MINUTES**

Hamilton Board Committee Voting Members

It was MOVED by M. Taylor, SECONDED by C. Milne, VOTED AND CARRIED

**THAT THE OPEN MINUTES OF THE MAY 29, 2014 HAMILTON BOARD COMMITTEE BE APPROVED**

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

- It was noted that interviews for membership on the Hamilton Board Committee and the HBC subcommittees have been scheduled for July. Once appointments are recommended they will be forwarded to the HBC and then to the SJHS Board of Directors for approval.
- In response to a question, it is important to note that every subcommittee has a work plan and this work plan is required to be mandated by the HBC to ensure that all tasks are completed and executed.

Hamilton Board Committee Voting Members

It was MOVED by P. Tice, SECONDED by J. LoPresti, VOTED AND CARRIED

**THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE OF JUNE 3, 2014 BE ACCEPTED FOR INFORMATION**

Hamilton Board Committee Voting Members

It was MOVED by P. Tice, SECONDED by J. LoPresti, VOTED AND CARRIED

**THAT THE NOMINATING REPORT BE APPROVED**

Hamilton Board Committee Voting Members

It was MOVED by P. Tice, SECONDED by T. Thoma, VOTED AND CARRIED

**THAT THE HBC ORIENTATION EVALUATION BE APPROVED**

Hamilton Board Committee Voting Members

It was MOVED by P. Tice, SECONDED by T. Thoma, VOTED AND CARRIED

**THAT EACH HBC SUB COMMITTEE PROVIDE A FORMAL WORK PLAN ON A MONTHLY BASIS TO BE INCLUDED IN THEIR MONTHLY MEETING AGENDAS FOR REVIEW BY HBC SUBCOMMITTEE MEMBERS**

Hamilton Board Committee Voting Members

It was MOVED by P. Tice, SECONDED by B. Gould, VOTED AND CARRIED

**THAT EACH HBC SUB COMMITTEE PROVIDE THEIR PREVIOUS AND UPCOMING YEAR'S WORK PLANS TO THE GOVERNANCE, MISSION AND VALUES COMMITTEE IN JUNE OF EACH YEAR**

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

- The Treasurer's Report and minutes of the meeting as redacted were reviewed.

Hamilton Board Committee Voting Members

It was MOVED by S. Monzavi, SECONDED by J. LoPresti, VOTED AND CARRIED

**THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE OF JUNE 18 ,  
2014 BE ACCEPTED FOR INFORMATION**

Hamilton Board Committee – SJHH Voting Members

It was MOVED by S. Monzavi, SECONDED by M. Taylor, VOTED AND CARRIED

**THAT THE SJHH ATTESTATION FOR THE PERIOD OF APRIL 1, 2013-MARCH 31,  
2014 PREPARED IN ACCORDANCE WITH THE BROADER PUBLIC SECTOR  
ACCOUNTABILITY ACT BE APPROVED**

Hamilton Board Committee – SJHH Voting Members

It was MOVED by S. Monzavi, SECONDED by P. Tice, VOTED AND CARRIED

**THAT THE PROPOSED CHANGES TO THE INVESTMENT POLICY STATEMENT  
INCORPORATING THE REVISIONS DESCRIBED IN THE SUMMARY OF CHANGES  
DOCUMENT BE APPROVED**

Hamilton Board Committee – SJHH Voting Members

It was MOVED by S. Monzavi, SECONDED by P. Tice, VOTED AND CARRIED

**THAT THE SJHH NON UNION STAFF INCREASE EFFECTIVE SEPTEMBER 1, 2014  
BE APPROVED AS PLANNED**

*(note: this adjustment does NOT apply to those designated executives and officers  
whose salaries have been frozen under current legislation)*

Hamilton Board Committee – SJHH Voting Members

It was MOVED by S. Monzavi, SECONDED by P. Tice, VOTED AND CARRIED

**THAT THE RATIFICATION OF THE CLAC MINUTES OF SETTLEMENT BE  
APPROVED**

Hamilton Board Committee – SJHH Voting Members

It was MOVED by S. Monzavi, SECONDED by J. LoPresti, VOTED AND CARRIED

**THAT THE RATIFICATION OF THE OPSEU MINUTES OF SETTLEMENT BE  
APPROVED**



### 3. QUALITY AND PATIENT SAFETY

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

- A patient story with respect to a patient from SJVD who suffered from compulsive disorders was relayed. The story illustrates how system partners collaborate to ensure positive patient outcomes. There was discussion with respect to the use of sedation and anti-psychotic medications in the elderly.
- It was noted that the Quality Committee thoroughly drilled down on the SJVD quality benchmarks.

#### Hamilton Board Committee Voting Members

It was MOVED by R. Rocci, SECONDED by J. Gauldie, VOTED AND CARRIED

**THAT THE MINUTES OF THE JUNE 10, 2014 QUALITY COMMITTEE BE ACCEPTED FOR INFORMATION**

#### 3.2 MEDICAL ADVISORY COMMITTEE GUEST PRESENTATION

- L. Hatcher was the guest from the Medical Advisory Committee.
- A presentation was made on physician engagement and quality improvements.
- There was extensive discussion with respect to the integration between family physicians and acute care/specialist providers. It is important for family physicians to be involved in the beginning stages of discussion with respect to process changes, i.e. standardization of forms, electronic health records, etc. There are many initiatives underway in Hamilton with respect to process changes. The Board agreed that connectivity to the community is fundamental to the care of patients in our health system.
- An education and information session with respect to the role of Health Links will be brought forward to the HBC once more concrete plans for this initiative are developed through the various committees.

### 4. HIGHLIGHT REPORT

#### 4.1 HIGHLIGHT REPORT

There was no highlight report for the month of June.

### 5. REPORTS

#### 5.1 REPORT OF CHAIR

The following was reported:

- The SJHH Leadership Convention was held on June 5<sup>th</sup>. C. Santoni was present and brought greetings on behalf of the HBC. The keynote addressed speaker was Dr. David Goldbloom, Chair, Mental Health Commission of Canada and the plenary speaker was Dr. David Higgins. Both sessions were extremely well received.
- On June 16<sup>th</sup> the Foundation held a closing celebration and reception with respect to the completion of the Timeless Care Campaign. C. Santoni also attended the Patient and Family Advisory Council meeting on June 16<sup>th</sup>. A presentation on the "Re-Fresh Technology" theme was given and the Information and Communication Technologies Strategy was outlined.

**Subject**                      **Discussion**

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

- The first meeting of the Research Institute (RI) Annual General Meeting and the Board of Directors for the RI was held on June 17<sup>th</sup>. Dr. Rebecca Anglin gave a presentation on Integrating Mental Health with Research and a status update on research activities was provided by Dr. Mark Crowther.

**ACTION: DR. REBECCA ANGLIN WILL BE INVITED TO A FUTURE MEETING OF THE HBC TO PRESENT ON INTEGRATING MENTAL HEALTH WITH RESEARCH**

- There was no report.

**5.3 REPORT OF  
PRESIDENTS**

- The Board engaged in a lengthy and active discussion on the Mesic inquiry. Subsequently the Board asked that the Quality Committee undertake a further review of practices throughout the hospital. It was noted that a task force has been created to review all of the Coroner's recommendations and a report will be provided by the end of summer. An update will be provided to the Board in the Fall on this issue.
- It was reported that the inspection of SJVD by the Ministry has now been completed with 1400 items reviewed and 17 items which require improvement. The Board will receive a further report when the final report has been reviewed. The Professional Advisory Committee (PAC) Annual Report was distributed to all HBC members earlier in the week. The scope and volume of work being carried out to improve care was overviewed. Over 200 initiatives to improve quality and patient safety in clinical practice were highlighted.
- The Mental Health and Addiction Program Status Report will be distributed to all board members for their information and review over the summer months.
- The Provincial election concluded with a majority Liberal win, and it was noted that Dr. Eric Hoskins has been appointed the Minister of Health and Long Term Care.

**5.4 REPORT OF  
PRESIDENTS**

**SJHH FOUNDATION**

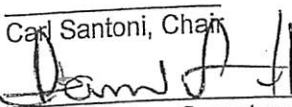
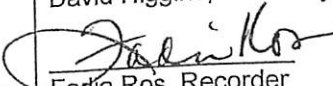
**St. Joseph's Healthcare Foundation – S. Filice-Armenio**

- The Timeless Care Campaign has come to a close and a celebration was held on June 16<sup>th</sup>. It was noted that the targeted goal of \$75 Million was surpassed – over \$87 Million has been raised. S. Filice-Armenio and all the Foundation staff were congratulated on an extremely successful capital campaign. A video showcasing the highlights of the Campaign was viewed. The Board passed on its sincere thanks to the Foundation and the Capital Campaign Committee.

**SJVD FOUNDATION**

**St. Joseph's Villa Foundation – M. Ellis**

- Donations continue to be secured with respect to the Capital Campaign. All new donations/pledges to the campaign up to \$200K will be matched by an anonymous donor.
- The SJVD Golf Tournament will be held on October 7<sup>th</sup>.
- A celebration event with respect to the completion of the newly renovated resident unit will be held on October 23<sup>rd</sup>.
- The Hamilton Road2Hope Marathon will be held on November 2<sup>nd</sup>.

Subject	Discussion
<b>5.5 REPORT OF CHIEF NURSING OFFICER</b>	There was no report.
<b>5.6 REPORT OF PRESIDENT, MEDICAL STAFF ASSOCIATION</b>	<ul style="list-style-type: none"> <li>The Quarterly Medical Staff Meeting was held on June 17<sup>th</sup>. The guest speakers were Dr. Phil El—Helou and Dr. John Neary. It was noted that attendance at the meetings has steadily increased. The next meeting of the Quarterly Medical Staff will be held on October 21<sup>st</sup> at the West 5<sup>th</sup> Site. Guest speakers will include Dr. Gary Chaimowitz and Dr. Ved Tandan who is the new President of the OMA.</li> <li>It was noted that a meeting has been arranged with Paul Johnson, Director, Neighbourhood and Community Initiatives for Hamilton to discuss how the medical staff could become more involved with Hamilton's neighbourhood strategy initiatives.</li> </ul>
<b>6. INFORMATION EDUCATION ITEMS</b>	
<b>7. OTHER BUSINESS</b>	
<b>7.1 HBC Member – Final Meeting</b>	<ul style="list-style-type: none"> <li>On behalf of the HBC, Ben Gould was thanked for his tremendous contributions to the board both as a member and as Chair. Ben joined the board in 2005 and served as the Board Chair from 2011-2013. Ben has been a tireless advocate for the quality agenda, his fundraising efforts, his appropriate and meaningful governance. His influence on the board's operations and dedication to the Mission of SJHH has been exemplary. Ben will be joining the board of the St. Joseph's Health System in September.</li> </ul>
<b>8. ADJOURNMENT</b>	<p>6.1 HBC Closed Summary          6.2 HBC Events/Walkabouts/Education Schedule          6.3 Effective Governance Collaboration to Advance Integration</p> <p>It was MOVED by J. LoPresti, SECONDED by R. Rocci, VOTED AND CARRIED  <b>THAT THE OPEN SESSION OF THE HBC BE ADJOURNED</b></p> <p>Carl Santoni, Chair            David Higgins, Secretary            Fadia Ros, Recorder</p>

**OPEN REPORT TO THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS**  
**SEPTEMBER 2014**

**1. Environmental Scan**

**1.1 SJHH: Choosing Wisely Canada**

Choosing Wisely Canada (CWC) launched in April 2014, is a campaign to help physicians and patients engage in conversations about unnecessary tests, treatments and procedures and to help physicians and patients make smart and effective choices to ensure high quality care. SJHH and HHS, in collaboration with LHIN partners, have developed and implemented a CWC tactical plan. The CAR has placed a call out to bring the 'early adopters' together to form a national learning collaborative. Hamilton will be making a submission to join this early adopter initiative to showcase our work nationally.

**2. Mission, Vision and Values Update**

*No updates*

**3. Operational Information**

**3.1 SJVD: Award of Excellence Trillium Award**

The Villa will be receiving a 2014 Award of Excellence Trillium Award. Over 300 volunteer judges contribute their time to select the most attractive properties in the Hamilton, Dundas, Stoney Creek and Glanbrook. The award will be presented at the Hamilton Fall Garden and Mum Show Celebration on October 30, 2014.

**3.2 SJVD: Letter from the Ministry of Health and Long Term Care – Chief Medical Officer of Health**

A congratulatory letter was sent from Robin Williams, Interim Chief Medical Officer of Health, to the Villa staff for increasing the home's overall health care worker influenza immunization rate and achieving a rate of 80% or above for the 2013/2014 season! The median health care worker influenza immunization rates were 55.4% and 78% for hospitals and long term care homes respectively.

**3.3 SJHH: Research Institute**

The first meeting of the Board of Directors of the Research Institute was held on June 19, 2014. The meeting was very successful and the Board is very keen to gain a better understanding of research at SJHH and what role they can play to support it. Plans are well underway for the Research Institute's first Annual Research Day on October 6, 2014.

**3.4 SJHH: West 5<sup>th</sup> Redevelopment Update**

**Updates:**

- For Phase 2 all demolition is complete and scheduling of commissioning and deficiency reviews is underway
- Moves for Phase 2 occupants took place between September 12 – 14, 2014. Programs were ready to function on Day 1 in their new space
- Orientation & training for all phase 2 staff was completed on August 15, 2014

**3.5 SJHC: CCAC Contract Update**

The current CCAC Services contract expires September 30, 2014. The new general contract was sent to Service Providers on September 5, 2014. No adjustment to rate is forthcoming in current fiscal year. Further discussions to come for details and market share expectations.

**3.6 SJHC: First Place Transitional Beds**

SJHC was successful in its application for funding from the HNH B LHIN for an expansion of its existing transitional program at First Place from 3 to 32 beds. Admissions will commence effective October 1, 2014. This program will provide a supportive environment for patients who Hospital and CCAC partners agree that the acute treatment phase is complete but still require a supportive plan to be developed.

**3.7 SJHC: Quality Update**

SJHC has been selected by the Ontario Community Support Association (OCSA) to take part in the coveted Quality Advantage Learning Lab Program. SJHC is among 12-15 organizations that have been identified as Community Support Service Quality Leaders who will receive additional training and support for their organization to successfully implement a Quality Initiative as related to the Quality Improvement Plan (QIP). The program will run from September 2014 – February 2015.



**Ministry of Health  
and Long-Term Care**

**Ministère de la Santé  
et des Soins de longue durée**

Chief Medical Officer of Health

Médecin hygiéniste en chef

Public Health Division  
11th Floor, Hepburn Block  
Queen's Park  
Toronto ON M7A 1R3

Division de la santé publique  
Édifice Hepburn, 11<sup>e</sup> étage  
Queen's Park  
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Telephone: (416) 212-3831  
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Téléphone: (416) 212-3831  
Télécopieur: (416) 325-8412

23 July 2014

Dear Dr. Kevin Smith:

I am writing to offer my congratulations to you and your staff at St. Joseph's Villa, Dundas for increasing your facility's overall health care worker influenza immunization rate and achieving a rate of 80% or above for the 2013/2014 season!

This year, the median health care worker influenza immunization rates were 55.4% and 78% for hospitals and long-term care homes respectively – an increase from 50.6% and 74% from the 2012-2013 season. This is largely the result of strong local efforts, such as those undertaken by your organization. Your contribution, support, and commitment have been instrumental to our collective goal to increase health care worker influenza immunization rates to better protect health care staff, and patients residing in our acute and long-term care facilities across the province.

Although health care worker influenza immunization rates have been steadily increasing over the last four years, there remains much room for improvement not only regarding immunization but also by supporting other preventative measures, such as hand hygiene, identification of ill patients and barrier precautions, and exclusion of ill staff and visitors.

Thank you again for contributing to and supporting this key component of patient safety. I hope that I can count on your continued collaboration so, together, we can create an even stronger 'community of immunity' by reducing the burden and spread of influenza in our health care facilities, our workplace, and our communities.

Yours truly,

Robin Williams, MD, FRCP, C.M.  
Interim Chief Medical Officer of Health

**Hamilton Board Committee (HBC) – Summary of May 29, 2014 Closed Meeting Session**

**Motions Summary**

<b>Recommending HBC Committee</b>	<b>Motion Summary</b>
<p>The Medical Advisory Committee</p>	<p>It was voted that the:</p> <ul style="list-style-type: none"> <li>▪ Minutes of the Medical Advisory Committee of May 1, 2014 be approved (Hamilton Board Committee – St. Joseph’s Healthcare Hamilton Voting Members).</li> <li>▪ Recommendations on Research of the May 1, 2014 Medical Advisory Committee be approved (Hamilton Board Committee – St. Joseph’s Healthcare Hamilton Voting Members).</li> <li>▪ Recommendations on Credentials of the May 1, 2014 Medical Advisory Committee be approved (Hamilton Board Committee – St. Joseph’s Healthcare Hamilton Voting Members).</li> </ul>

**Presentations and Reports to the HBC – Summary**

Extensive discussion occurred with respect to the Hamilton Board Committee (HBC) structure and how changes to governance processes can be adopted by the HBC to improve governance functioning while maintaining the three entities: St. Joseph’s Healthcare Hamilton Board of Trustees, St. Joseph’s Villa Board of Trustees; and, St. Joseph’s Home Care Board of Directors. The boards of the three entities reconfirmed it to be beneficial to hold their board meetings in common in order to foster alignment while at the same time allowing each board to fulfill their responsibilities with respect to each organization. Discussed and reviewed as part of these governance process changes was a change to the name of the HBC to accurately reflect its role and function. It was approved that the HBC will now be named the St. Joseph's Hamilton Joint Boards of Governors starting in the fall.

## Hamilton Board Committee (HBC) – Summary of June 26, 2014 Closed Meeting Session

### Motions Summary

<b>Recommending HBC Committee</b>	<b>Motion Summary</b>
Resource & Audit Committee	<p>It was voted that the:</p> <ul style="list-style-type: none"> <li>▪ That the productivity improvement initiatives for SJHH for the year April 1, 2014-March 31, 2015 be approved.</li> </ul>
The Medical Advisory Committee	<p>It was voted that the:</p> <ul style="list-style-type: none"> <li>▪ Minutes of the Medical Advisory Committee of June 5, 2014 be approved (Hamilton Board Committee – St. Joseph’s Healthcare Hamilton Voting Members).</li> <li>▪ Recommendations on Research of the June 5, 2014 Medical Advisory Committee be approved (Hamilton Board Committee – St. Joseph’s Healthcare Hamilton Voting Members).</li> <li>▪ Recommendations on Credentials of the June 5, 2014 Medical Advisory Committee be approved (Hamilton Board Committee – St. Joseph’s Healthcare Hamilton Voting Members).</li> </ul>

### Presentations and Reports to the HBC – Summary

The fiscal 2014/15 Productivity Improvement Initiatives for SJHH were reviewed and extensive discussion ensued with respect to the strategies to ensure that budget targets are being met while ensuring safe and high quality care for the community.

HBC Board Member Dr. Jack Gauldie and Director of Public Affairs Victoria Raab provided a presentation on research branding. There was extensive discussion on branding research at SJHH and what gives SJHH a positive position on research. Discussion occurred with respect to the creation of a Research Institute for St. Joseph’s Healthcare. The Research Institute’s governance structure was reviewed in detail. The HBC looks forward to receiving further updates as details evolve. The HBC unanimously supported the branding strategy that was presented and the creation of the Research Institute.