

Hamilton Board Committee

*Thursday, January 26, 2012
15:00 pm*

Please Note Earlier Start Time

*Dofasco Boardroom – Juravinski
Innovation Tower*

Open Session



HAMILTON BOARD COMMITTEE (HBC)

January 26, 2012 – Juravinski Innovation Tower –1500 hours

OPEN SESSION

	Page(s)	Time
1. PROTOCOL		
1.1 Call to Order – Mr. B. Gould 1.2 Opening Prayer - Mr. R. Rocci 1.3 Introduction of Guests 1.4 Declaration of Conflict of Interest		3:00-3:05
2. APPROVAL OF AGENDA – Mr. B. Gould		
3. ADDITIONS TO THE AGENDA – Mr. B. Gould		3:05-3:10
4. APPROVAL OF THE HAMILTON BOARD COMMITTEE MINUTES OF DECEMBER 21, 2011 (OPEN) 4.1 <i>That the minutes of the December 21, 2011 Hamilton Board Committee be approved</i>	1-3	
5. REPORTS		
5.1 Chair's Report – Mr. B. Gould		3:10-3:20
5.2 President's Report – Dr. D. Higgins/Mr. S. Gadsby/Mrs. K. Ciavarella	4-9	3:20-3:30
5.3 President of the Medical Staff – Dr. T. Packer		3:30-3:35
5.4 St. Joseph's Healthcare Foundation and St. Joseph's Villa Foundation – Ms. S. Filice-Armenio/Ms. M. Ellis	10	3:35-3:40
6. OTHER BUSINESS		3:40
7. INFORMATION ITEMS		
8. MOTION TO MOVE INTO THE CLOSED SESSION		

Note: Trustees who wish to have items moved from the Consent Agenda to the Closed/Open Agenda should contact the President's Office prior to the Board Meeting. Trustees also have an opportunity to make this request when the agenda is presented at the Board Meeting.

Committee: Hamilton Board Committee – OPEN SESSION

Date: December 21, 2011

Called to order at: 1530 hours

Adjourned: 1545 hours

Location: Dofasco Boardroom – 2nd Floor Juravinski innovation Tower

Present: Mr. B. Gould, Chair, Mr. C. Santoni, Mr. T. Thoma, Mr. J. LoPresti, Mr. R. Rocci, Mrs. M. Dow, Mrs. M. Taylor, Dr. H. Fuller, Mr. S. Monzavi, Mr. P. Tice, Dr. M. Guise.

Regrets: Ms. W. Doyle, Dr. C. Massarella, Mr. T. Valeri, Dr. J. Kelton, Mrs. I. Schachler.

Resource Staff: Dr. D. Higgins, Mr. S. Gadsby, Ms. F. Ros, Ms. S. Filice-Armenio, Ms. J. Fry, Mrs. K. Ciavarella.

Guests: Dr. J. Farrell, Mr. D. Bakker, Mrs. K. Langstaff, Mr. R. Cercone, Mr. J. Woods.

NEXT MEETING January 26, 2012

Subject	Discussion
1. PROTOCOL	
1.1 CALL TO ORDER	The meeting was called to order at 1530 hours by B. Gould.
1.2 OPENING PRAYER	M. Guise opened the meeting with a prayer.
1.3 GUESTS	All guests in attendance were introduced.
1.4 DECLARATION OF CONFLICT OF INTEREST	There was no declaration of conflict of interest.
2. APPROVAL OF AGENDA	It was MOVED by C. Santoni, SECONDED by P. Tice, VOTED AND CARRIED: THAT THE HAMILTON BOARD COMMITTEE AGENDA BE APPROVED AS CIRCULATED
3. ADDITIONS TO THE AGENDA	There were no additions to the open agenda.
4. APPROVAL OF THE MINUTES	It was MOVED by J. LoPresti, SECONDED by R. Rocci, VOTED AND CARRIED THAT THE MINUTES OF THE HAMILTON BOARD COMMITTEE (OPEN) OF NOVEMBER 24, 2011 BE APPROVED
5. REPORTS	
5.1 Chair's Report	B. Gould reported the following: <ul style="list-style-type: none"> On December 9th, SJHH received a \$5M gift from the Boris family to purchase a daVinci Surgical Robotic System. This robot is expected to lead to faster recovery, less pain, less risk of infection and fewer complications. St. Joe's becomes one of the 14 Canadian hospitals and the only one in the area with this technology. In January, the HBC will resume its usual meeting schedule.


Subject	Discussion
<p>5.2 <i>President's Report</i></p>	<p><u>D. Higgins – President – St. Joseph's Healthcare</u></p> <ul style="list-style-type: none"> • The Drummond Report, "Therapy or Surgery: A Prescription for Canada's Health System" will be released early in the new year. • In response to a question, it was noted that SJHH utilizes the most cost effective drugs when it comes to prescription medications. <p><u>K. Ciavarella – President and CEO – St. Joseph's Home Care</u></p> <ul style="list-style-type: none"> • It was noted that the SJHC Staff Christmas Dinner and Dance was very well attended. <p><u>S. Gadsby – President. St. Joseph's Villa Dundas</u></p> <ul style="list-style-type: none"> • Thank you to all who voted in support of the AVIVA SIM Gym Competition. The SIM Gym proposal is in the final round of competition and a winner will be announced in the new year.
<p>5.3 <i>President of the Medical Staff</i></p> <p>5.4 <i>St. Joseph's Healthcare Foundation and St. Joseph's Villa Foundation</i></p> <p>6. OTHER BUSINESS</p> <p>7. INFORMATION ITEMS</p> <p>8. MOTION TO MOVE INTO THE CLOSED SESSION</p>	<p>There was no report.</p> <p><u>St. Joseph's Healthcare Foundation</u></p> <ul style="list-style-type: none"> • The daVinci announcement for the new surgical robot was very well attended. The scheduled delivery of the robot is slated for December 22nd. It was noted that there are only three machines with two consoles available in Canada. Machines with the two consoles allow for a second surgeon or trainee to be involved in the procedure. <p><u>St. Joseph's Villa Foundation</u></p> <ul style="list-style-type: none"> • There was no further report. <p>There was no further business and the meeting adjourned at 1545 hours.</p> <p>There were no information items.</p> <p>It was MOVED by R. Rocci, SECONDED by C. Santoni, VOTED AND CARRIED</p> <p>THAT THE HBC MOVE INTO THE CLOSED SESSION OF THE DECEMBER 21, 2011 HBC</p>

Subject

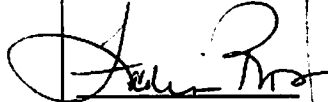
Discussion



Ben Gould, Chair



David Higgins, Secretary



Fadia Ros, Recorder

OPEN REPORT TO THE HAMILTON BOARD COMMITTEE – JANUARY 2012

SECTION 1: HBC REPORTING

1. Environmental Scan

1.1. SJHH: Provincial Funding Update

As overheard in recent media coverage, we are anticipating significant provincial funding pressures as the government aims to trim a \$16-billion deficit. Although health and education will remain funding priorities, we will no doubt be faced with significant funding pressures in the next 3 years. As we await information on specific impacts on our organization, we are actively working with our staff and leadership teams looking for new and innovative ways to enhance patient care, reduce costs and utilize resources more efficiently and ultimately deliver on our commitment to patient safety, quality and satisfaction.

1.2 SJHH: Freedom of Information and Protection of Privacy Act (FIPPA) & Broader Public Sector Accountability Agreement Act (BPSAA)

Under the BPSAA and FIPPA legislation (which is applicable to hospitals as of January 1st) we are now posting executive expenses, contracts and perquisites on our public website. We are also moving to increase transparency in other processes and metrics throughout the organization. For example, we are posting:

- Board open minutes, policies and bylaws
- Vendor awards and procurement practices
- Outcomes of any external reviews (such as the ICRT Infection Control review)
- Quality and patient safety indicators

This information can be accessed under the new 'Corporate Accountability' section of the SJHH website. We are also now eligible for 'Freedom of Information' (FOI) requests for information held by the hospital. We have set up a FOI office and will await impact of this on our workflows throughout the organization over the next months.

1.3 SJVD: Funding Announcement

The Honourable Deb Matthews, Minister of Health and Long Term Care, announced the Ministry has provided one-time funding of up to \$20.3 Million for the 2011-2012 funding year as a contribution to further support the implementation of the Long Term Care Homes Act 2007 (LTCHA). This funding will assist with the purchase of any item or service, including generators, elevators and doors that will promote a high quality of care and/or improve resident safety. The Villa's portion is \$40,000. As the Villa's generators and elevators already meet the standard requirements, the Villa use will the money for other necessary items.

1.4 SJVD: Behavioural Supports Ontario (BSO) Project

Postings went out in various media resources throughout the HNHB LHIN for RNs, RPNs and PWSs. The BSO Human Resources staff will be interviewing and hiring staff to be trained for this initiative. These individuals will be considered Villa staff and there are dynamics to this arrangement dealing with unions, WSIB, etc. The teams that are created are mobile teams that will be sent to the various HNHB LHIN long term care facilities.

**1.5 SJVD: Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) Updates
- Ministry of Labour Blitzes**

In February 2012, the Ministry of Labour (MOL) will be conducting an inspection blitz in the health care sector focusing on musculoskeletal disorders (MDS). To help prepare for this blitz, the public Sector Health and Safety Association (PSHSA) in partnership with the MOL, will be hosting a webinar. The Villa will be participating in the webinar.

The most frequent orders were related to the following:

- Employers' failure to have written measures and procedures for the health and safety workers on a range of issues.
- Improper material handling.
- Hazardous and/or obstructed work surfaces; failure to consult with the joint health and safety committee or health and safety representative on health and safety measures and procedures.
- There were also orders for the Needle Safety Regulation as a result of a failure to comply with the requirements for the provision of safety-engineered needles.

The Villa had an unannounced visit from the MOL on December 9, 2011. There were no orders issued.

1.6 SJHC: OACCAC Pre-Qualification Renewal Application for CCAC Services

SJHC was notified by the Ontario Association of Community Support Access Centres (OACCAC) on December 1st of the pre-qualification renewal application for CCAC services for current pre-qualifications ending in February 2012. All pre-qualification applicants are required to update their experience, financial information, legal history and corporate information on an annual basis, in order to confirm or adjust the pre-qualification status and pre-qualification level of the applicant. The deadline for renewal was December 22nd, 2011.

For information, SJHC is currently pre-qualified to bid on Level 4 (large volume) nursing contracts and Level 3 (mid-size) PSW contracts based on a combination of financial and experience criteria set by OACCAC. The RFQ was completed with the supporting documentation to maintain our current pre-qualification levels and was submitted by the deadline. Results will be released in March 2012.

**1.7 SJHC: Hamilton Niagara Haldimand Brant Community Care Access Centre (HNHB CCAC) –
Changes to Delivery of Care**

Service Providers received notice from HNHB CCAC that, as of December 7th, 2011, clients discharged from hospital that require more than 56 hours of personal support care per week will not be admitted therefore generating a wait list for PSW services in the community. Please note this change will not affect the nursing provider volumes.

Also, the RFP for medical supplies was awarded to Calea in September 2011. The transition from Marchese to Calea has resulted in higher delivery costs with a decrease in the efficiency of the services available to the client. The switch to Calea was challenging as Service Providers have had to make multiple changes to processes because of changes in supply catalogues, equipment and delivery protocols. Process changes have increased the amount of time spent by nurses calling CCAC case managers for approval of supply deliveries. Service Providers have had to shoulder the cost of educating staff on new processes, answering questions about the supplies and copying supply catalogues.

SJHC has seen an increase in near miss and medication errors due to pharmacy or pump error during this transition time. Notification of the risk has been sent to CCAC to work out issues with Calea.

1.8 SJHC: Contract Extensions and Zero Percent

Anne Bell from the Ontario Association of Community Care Access Centres (OACCAC), reported that CCACs are gathering information regarding the period and range of application for the zero percent pricing in contract extensions. One of the observations made was that many contracts awarded since July 2010 have not yet reached the point of extension and these contracts will be due for extension by March 2012.

2. Mission, Vision and Values Update

2.1 SJHH: Around the Bay Road Race

On Sunday, March 25, 2012 the 118th *Around the Bay Road Race* will take place. The 2012 fundraising goal for the Bay Race is \$240,000 and all funds will support patient care and research at St. Joe's. Last year we had more than 70 members of *Team St. Joe's* participate in this exciting event and hope to have even more members of the St. Joe's family come out to experience the historic race in support of our organization. Visit www.aroundthebayroadrace.com to register today.

2.2 SJHH: Successful Accreditation Leading Practices Submission

Our submission entitled "Reducing the Use of Restraints and Seclusion" was approved as a 'leading practice' by Accreditation Canada. We have been invited to the Accreditation Quality Conference in February of this year where we will be presented with a certificate honoring this initiative. Thank you to the Mental Health and Addictions program for leading this work and for submitting on behalf of the hospital.

2.3 SJVD: Flu Shots

The Villa flu shot rate for staff has increased 57% to 70.5% for staff. The resident rate remains stable at 89%. All residents and staff are offered the flu shot. There continues to be a push for staff to get their flu shot that is available on the Resident Home Areas from the RNs.

2.4 SJVD: Medical Director Update

The Villa continues our search for a Medical Director. There is still some interest in the two candidates that were interviewed, but the major obstacle is "on-call coverage". There have been discussions with a Physician Recruiter as well as other contacts to investigate further options. This situation is a common element in many long term care homes. Having a Medical Director is a requirement of the Long Term Care Homes Act, and always has been. There is a risk of losing beds licences.

2.5 SJVD: 12 Long Term Care Home Beds

The Villa received the "Licensing Transaction Review for the 12 Bed Licence Transfer from the St. Joseph's Motherhouse Martha Wing in Dundas from the MOH<C. The Villa's proposal for the 12 beds will be approved if the following conditions are met:

- The Ministry receives in writing confirmation of the actual date of transfer of the beds
- The Ministry receives a letter from the Licensee surrendering the current 12-bed license held by the Licensee, along with the current license of the Donor Home (must be an original)
- The Ministry receives the current license held by the Licensee for the Recipient Home, to be re-issued with the new LTC bed number (must be original).

The Villa continues to negotiate a number of avenues for funding of the 12 beds. The space is not an issue.

2.6 SJHC: Ontario Home Care Association (OHCA) 2012 Symposium

SJHC submitted an abstract to present at the OHCA 2012 Symposium. The area of focus this year is on client-centered approaches to providing care at home and the collection and use of evidence to inform practice. SJHC's abstract submission was based on organizational strategy incorporating action plans from Client Satisfaction Survey analysis with the focus on hand hygiene.

2.7 SJHC: Accreditation Canada: Recognizing Excellence in Health Care Quality Conference

SJHC was selected to present a poster at the 2012 Recognizing Excellence in Health Care Quality Conference February 1st and 2nd in Mississauga. The topic for the poster presentation is "*Operationalizing Strategy: Quality where you need it most – at home!*" SJHC will present its strategic and quality framework, key success factors and outcomes, especially those that pertain to client safety.

2.8 SJHC: Falls Prevention – Safety at Home Program

This program, funded under Aging at Home, has recently undergone a thorough review by the HNNB LHIN which has been reviewing all Aging at Home programs to ensure they align with the LHINs strategic priorities. We were delighted to hear that at the LHIN Board meeting on December 13th the Safety at Home program, which is a LHIN wide community partnership, was approved for base funding. This is a testament to the hard work and commitment of the collaborative and the program's staff. This program will continue to be the cornerstone of the SJHC's Falls Prevention Strategy, which supports our strategic goal of reducing preventable falls.

2.9 SJHC: HNNB LHIN Behavioural Support Program (BSO)

The HNNB LHIN is an early adopter of this project and the expectations are they will:

- Implement BSO Framework
- Enhance coordination among existing local behavioural services
- Identify and translate best practice from one sector to the next
- Provide coaching/mentoring and knowledge transfer to the designated LHINs to assist in rapid cycle improvements
- Evaluate outcomes for province side implementations and dissemination.

The Aim of the BSO Improvement Plan for the Community is to increase the number of clients with responsive behaviors safely living at home with the right supports in place by **December 2012**.

2.10 SJHC: LHIN BSO Community Subcommittee

SJHC's Director of Community Support Services sits on the HNNB LHIN BSO Community Subcommittee, which has been formed to provide expertise to inform the development of the following three key community-based models within the HNNB LHIN:

1. Determination of the roles and responsibilities of an Integrated Community Lead to provide a single point of care coordination for the client/caregiver
AIM: To establish a single point of contact for coordinated and appropriate services that meet the clients' needs by **May 2012**.
2. The BSO Gateway: an enhanced CCAC-based information, intake & referral mechanism that will facilitate timely and effective referrals to services for this client population and improve linkages in the community
AIM: Purpose of this change: To provide clients/families with a Gateway to connect them with appropriate community services/agencies by **April 2012**. This will provide a single contact point for physicians and families to prevent duplication.

3. The Community Mobile Behavioural Support Outreach Teams to create and implement care plans; to provide hands-on, episodic care for clients/caregivers during times of crisis; to facilitate smooth transitions across care settings; and to build capacity among formal and informal caregivers in the community to manage responsive behaviours.

AIM: To enhance mobile teams/services in the community to provide crisis management (scheduled and episodic care) and provide support for caregivers to manage responsive behaviours by **April 2012**. To establish these we will build on existing community mobile team structures and community supports.

This committee will be meeting weekly until **March 2012** in order to survey the landscape with regards to services and supports.

Next Steps:

The BSO community committee is currently completing an environmental scan to identify existing successful service delivery models for each of the three key functions described above which can be adopted and/or adapted to complement existing community-based expertise and resources.

2.11 SJHC: Hamilton Community Continuum Collaborative

SJHC's Director of CSS is the chair of the Hamilton Community Continuum Collaborative

Purpose of this Committee – to take the lead on community sector planning and integration and advise the HNHB LHIN on:

The health service needs of the local population, with a focus on high risk seniors

- Barriers, gaps and duplications in services
- Opportunities and priorities for optimizing access to care, quality of care and/or sustainability of the system

At the meeting held on November 28th 2011 the committee identified the current state based on the specified population's needs. They defined the attributes and needs of the target demographic and discussed the current capacity in the community. The committee has been set some homework for the next meeting to be held on January 16th 2012.

1. What would be the optimal way to partition the greater Hamilton area to optimize access to resources for this target demographic?
2. What would be ideal method to service this target group in these areas? With what outcomes? Describe the current capacity - who is offering what services, to whom, when, where, how, and how much

3. Planning and Development

3.1 SJHH: Strategic Planning Update

On January 9th, the SJHH Senior Leadership and Directors Teams met for a strategic planning retreat. The purpose of the meeting was to bring together outcomes from our extensive clinical and corporate environmental scanning processes that took place between September and November of this year. All clinical and corporate areas were represented and the group was able to reach consensus on 7 key 'emerging strategic directions' facing our organization in the next 5-7 years. The next step will be to refine these directions and add specific goals, measurements and accountabilities under each strategic direction and then begin writing the final document to be released in June of 2012.

SECTION 2 – OPERATIONAL INFORMATION

1. SJHC

1.1 Nothing to Report

2. SJHH

2.1 Parking Ramp Repairs

Parking Ramp 1 is fully reopened and operational which will ease parking congestion for staff and visitors to the SJHH Charlton Campus. Water proofing will need to be done in the summer 2012 and repairs to level 6 and level 7 still to be scheduled.

2.2 West 5th Campus Redevelopment

The new West 5th Campus redevelopment project is moving ahead on target and on budget. Plans are now moving forward to prepare for operations when the building opens to patients in 2014.

2.3 Nursing Practice Initiatives

Major/corporate ongoing initiatives for the Nursing Practice team include Releasing Time to Care, Elder-Friendly Care, Transfer of Accountability and Falls Prevention work remain ongoing priorities.

3. SJVD

3.1 Organizational Restructuring

The Villa has hired a new Assistant Director of Care who started on January 3, 2012. Her role is the responsibility of the South Wing. A new Resident Care Coordinator was hired to support the Assistant Director of Care in the South Wing. Both positions were internal hires. These positions complete the Nursing Departments restructuring and will enhance the quality of life for residents and families.

St. Joseph's

Healthcare  Hamilton
FOUNDATION

President's Report to the Hamilton Board Committee
St. Joseph's Healthcare Foundation
January 26, 2012

Thanks to the efforts of our *Timeless Care, Tomorrow's Discoveries* volunteer Campaign Cabinet members, our \$75 million campaign is proceeding well.

The first wave of our Holiday Appeal was met with an outstanding response from the community and has exceeded its fundraising goal. We are currently at \$73,208, having forecasted \$71,000. In addition, many inspirational notes came back from the community that were displayed on ornaments in the Hospital lobby and delivered to patients on December 23rd. The follow-up wave to the community mail-date is January 20, 2012. A simultaneous appeal to grateful patients who were discharged from the Hospital late last year generated an additional \$13,000.

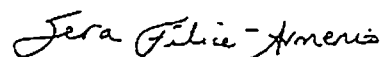
In the coming months, we will be working with our colleagues at the Hospital to revamp and renew our Grateful Patient program internally focusing on a new theme, with a greater presence within our three campuses that will make giving back to St. Joseph's both easy and intuitive for our patients and their families.

On January 11, a Media Launch for the Around the Bay Road Race was hosted at the hospital's Charlton Campus. All 12 Corporate Teams for the Race joined us along with our media partners, CHML, CHCH TV, and The Hamilton Spectator. We are poised to begin to sell our 30k Charity Spots when the Race sells out and continue to work to attract additional corporate teams. We received tremendous coverage in The Spectator and on CHCH for the launch. Look for our Around the Bay advertisements airing on CHCH, and listen for our Public Service Announcements starting January 23 on AM 900 CHML.

On February 2 at the Hamilton Golf and Country Club, the Cicchi and Cacioppo families will host a benefit event for *Gabes's Fund*, in support of St. Joseph's mental health and addiction program.

The 2012 Gala Committee held their first meeting in January to begin planning for the 14th Annual Holiday Gala, to be held again this year at LIUNA Station on Saturday, November 17th.

Respectfully submitted,



Sera Filice-Armenio
 President & CEO