



St. Joseph's Hamilton Joint Boards of Governors

April 2016

Open Agenda Package – Web Version

Mission: Living the Legacy – Compassionate Care.
Faith. Discovery.

Vision: On behalf of those we are privileged to serve, we will: deliver an integrated high quality care experience, pursue and share knowledge, respect our rich diversity, always remaining faithful to our Roman Catholic values and traditions.

Values: We commit ourselves to demonstrate in all that we undertake, the vision and values that inspired our Founders, the Sisters of St. Joseph. These are: **Dignity, Respect, Service, Justice, Responsibility and Enquiry.**

JBG Values

Justice – for all in need



Definition

Justice is synonymous with such words as fairness, fair-mindedness, even-handedness, and impartiality. In order to be just, one has to be able to serve everyone who needs health care without discriminating against anyone who needs health care.

Behaviours

- Consistency in promoting justice and preventing injustice
- Is fair in practice
- Demonstrate impartiality

St. Joseph's Hamilton Joint Boards of Governors – Open Agenda
Thursday, April 28, 2016
3:30 – 6:00 p.m.

Dofasco Boardroom – 2nd Floor – Juravinski Innovation Tower – T2215

- Elected Members** Mr. Peter Tice (Chair), Mr. Carl Santoni, 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, Ms. Lynn McNeil, Mr. Rod Dobson.
- Ex-Officio Members** Dr. Julie Lajoie, Ms. Winnie Doyle, Dr. Tom Stewart, Dr. David Higgins, Dr. John Kelton, Dr. Kevin Smith.
- Senior Management Team** Mr. Derrick Bernardo, Mrs. Jane Loncke, Dr. Jack Gaudie.
- Resource** Mrs. Jessica Fry, Mrs. Fadia Voogd, Ms. Sera Filice-Armenio, Ms. Maureen Ellis.
- Guest(s)** Dr. Ian Preyra.

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	<i>Opening Prayer and Reflection on JUSTICE</i>		R2	J. LoPresti All	
	1.2	<i>Introduction of Guests</i>				
	1.3	<i>Declaration of Conflict of Interest</i>				
	1.4	<i>Approval of Agenda</i>	All JBG Voting Members: THAT THE OPEN AGENDA OF THE MARCH 31, 2016 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE MEETING BE APPROVED	R2	P. Tice	
3:55pm	2.0	Consent Agenda				
	2.1	<i>Approval of St. Joseph's Hamilton Joint Boards of Governors Open Minutes</i>	All JBG Voting Members: THAT THE OPEN MINUTES OF THE MARCH 31 2016 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE APPROVED	R2	P. Tice	1-7

Time	Item	Topic	Motion	Values	Lead	Page
	2.2	<i>Governance Mission and Values Committee Minutes and Motions</i>	<p><u>All JBG Voting Members</u> THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE MEETING OF APRIL 5, 2016 BE ACCEPTED FOR INFORMATION</p> <p><u>All JBG Voting Members</u> THAT THE FOLLOWING POLICIES BE APPROVED: JBG#20 – EMERGENCY SUCCESSION PLAN FOR JBG SITE PRESIDENTS JBG#21 – SITE PRESIDENTS EVALUATION POLICY AND PROCESS JBG#22 – BOARD PEER REVIEW POLICY AND PROCESS</p>	R2	S. Monzavi	8-34 28-34
	2.3	<i>Resource and Audit Committee Minutes and Motions</i>	<p><u>All JBG Voting Members</u> THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE MEETING OF APRIL 20, 2016 BE ACCEPTED FOR INFORMATION</p>			35-97
4:10pm	3.0	Quality & Patient Safety				
	3.1	<i>Quality Committee Minutes, Motions and Report</i>	<p><u>All JBG Voting Members</u> THAT THE MINUTES OF THE QUALITY COMMITTEE MEETING OF APRIL 12, 2016 BE ACCEPTED FOR INFORMATION</p>	S	R. Rocci	98-103
	3.2	<i>Medical Advisory Committee Presentation</i>	<p><i>Dr. I. Preyra</i> <i>Chief, Department of Emergency Medicine</i></p>	E		
4:20pm	4.0	Reports				
	4.1	<i>Report of Chair</i>		R2	P. Tice	

Time	Item	Topic	Motion	Values	Lead	Page
	4.2	Report of the President and CEO, St. Joseph's Health System		R2	K. Smith	
	4.3	Report of Presidents		R2/S	D. Higgins D. Bernardo J. Loncke	104-107
	4.4	Report of the Chief Nursing Executive		R2/S	W. Doyle	
	4.5	Report of the Vice President Research		R2	J. Gauldie	
	4.6	Report of the Chief of Staff		R2	T. Stewart	
	4.7	Report of President, Medical Staff Association		R2	J. Lajoie	
	4.8	Report of the President SJVD Foundation SJHH Foundation		R2	M. Ellis S. Filice-Armenio	
4:50pm	5.0	Information / Education Items				
	5.1	JBG Closed Summary		R2 / E	P. Tice	108
	5.2	Walkabout Schedule and Council Meeting Schedule				109-111
	5.3	Education Item – SJHS and NHS Reponse to MOHLTC Patients First Paper				112-121
4:50pm	6.0	Adjournment				
	6.1	Motion to adjourn	All JBG Voting Members: THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE ADJOURNED		P. Tice	
4:50pm	7.0	Break followed by Closed Session				



Committee: St. Joseph's Hamilton Joint Boards of Governors – OPEN SESSION Date: March 31, 2016
 Called to order at: 1530 hours Adjourned: 1815 hours

St. Joseph's Healthcare Hamilton Voting Members:

Mr. P. Tice, Mr. S. Monzavi, Mr. A. Korstanje, Mr. J. LoPresti, Ms. L. McNeil, Mr. C. Santoni, Mr. D. Tonin.

St. Joseph's Villa Dundas Voting Members:

Mr. P. Tice, Mr. S. Monzavi, Mr. A. Korstanje, Mr. R. Rocci, Mrs. M. Taylor, Mr. T. Thoma, Mr. R. Dobson.

St. Joseph's Homecare Hamilton Voting Members:

Mr. P. Tice, Mr. S. Monzavi, Mr. A. Korstanje, Dr. M. Guise, Mrs. M. Taylor, Mrs. C. Milne, Mr. D. Tonin.

Location: Dofasco Boardroom – Juravinski Innovation Tower
 Present: Mr. P. Tice – Chair, Mr. T. Thoma, Dr. M. Guise, Ms. W. Doyle, Mr. A. Korstanje, Mrs. M. Taylor, Mr. R. Dobson, Ms. L. McNeil, Dr. J. Lajoie, Mr. D. Tonin, Mr. R. Rocci, Mr. J. LoPresti, Dr. T. Stewart, Mrs. C. Milne, Mr. S. Monzavi.

Regrets:
 Resource Staff: Dr. D. Higgins, Mrs. F. Voogd, Mrs. J. Fry, Mrs. J. Loncke, Mr. D. Bernardo.
 Guests: Dr. L. Hatcher, Ms. M. Cooper, Mr. J. MacDonald, Ms. C. Sutherland, Dr. R. Austin, Ms. C. Singh.
 NEXT MEETING April 28, 2016

Subject	Discussion
1. PROTOCOL	
1.0 CALL TO ORDER	The meeting was called to order at 1530 hours by P. Tice.
1.1 OPENING PRAYER	T. Thoma opened the meeting with a prayer. There was reflection with respect to the value of SERVICE.
	<u>All JBG Voting Members</u>
1.2 APPROVAL OF AGENDA	<i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i>
	THAT THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS AGENDA BE APPROVED AS CIRCULATED
1.3 DECLARATION OF CONFLICT OF INTEREST	There was no conflict of interest declared.
1.4 INTRODUCTION OF GUESTS	All invited guests were introduced.
2. CONSENT AGENDA	
2.1 APPROVAL OF ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS OPEN MINUTES	<u>All JBG Voting Members</u>
	<i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i>
	THAT THE MINUTES OF THE FEBRUARY 25, 2016 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS (OPEN SESSION) BE APPROVED

Subject	Discussion
<p>2.2 GOVERNANCE, MISSION AND VALUES COMMITTEE MINUTES AND MOTIONS</p>	<ul style="list-style-type: none"> • There was discussion with respect to electronic vs. paper board packages. There was general consensus from the JBG that board packages could be circulated electronically. • It was noted that with respect to recruitment strategies for potential board members, ads could be placed at the OHA (Ontario Hospital Association) board member recruitment site and the ICD (Institute for Corporate Directors) sites. <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE OF MARCH 1, 2016 BE ACCEPTED FOR INFORMATION</p> <ul style="list-style-type: none"> • Substantial changes with respect to policy JBG #18 were outlined. Discussion ensued with respect to conflict of interest and declaration of conflicts and that all JBG members have a duty to ensure that the trust and confidence of the public in the integrity of the decision making processes of the JBG are maintained. <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE FOLLOWING POLICIES BE APPROVED: JBG #15 – BOARD TRUSTEE EDUCATION JBG #16 – ENVIRONMENTAL POLICY JBG #17 – TRAVEL POLICY – BOARD EXPENSE CLAIMS JBG #18 – SCHEDULE A – COMMITMENT TO MISSION AND CONFIDENTIALITY AND CONFLICT OF INTEREST POLICY</p>
<p>2.3 RESOURCE AND AUDIT COMMITTEE MINUTES AND MOTIONS</p>	<ul style="list-style-type: none"> • The report of the Resource and Audit Committee was overviewed. • S. Hollis will be asked to provide an information update on the most recent actuarial valuation of the HOOPP plan as it is indicated that the plan is fully funded with assets exceeding liabilities. <p>ACTION: S. HOLLIS TO PROVIDE TO THE JBG FOR INFORMATION AN UPDATE ON THE HOOPP PLAN WITH RESPECT TO PLAN FUNDING</p> <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE OF MARCH 22, 2016 BE ACCEPTED FOR INFORMATION</p>

Subject

Discussion

SJVD Voting Members

ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:

THAT THE AUDITED AND NOTICE TO READER FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2015 FOR:

- ST. JOSEPH'S VILLA
- ST. JOSEPH'S ESTATES
- ST. JOSEPH'S SENIORS' CENTRE

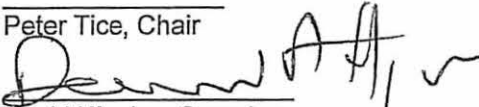
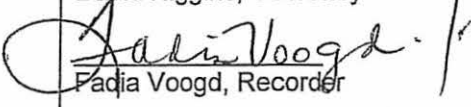
3. QUALITY AND PATIENT SAFETY

3.1 QUALITY COMMITTEE MINUTES, MOTIONS AND REPORT

- A patient story from the Lung Diagnostic Assessment Program (LDAP) was presented. Patient was seen quickly by the physician but the diagnostic portion of the assessment was prolonged. Discussion with respect to best practice in assisting patients through the health system was discussed.
- Two presentations were made - one on Patient Safety Priority – Improving Access for St. Joseph's Healthcare and one on the LHIN 2015-16 Health Service Provider obligations.
- It was noted that there is a challenge in placing patients in Long Term Care who have had a mental health issue, although the challenges are being addressed and awareness and education is being generated through staff who are working to find solutions.

Subject	Discussion
<p>3.2 MEDICAL ADVISORY COMMITTEE GUEST PRESENTATION</p> <p>4. REPORTS</p> <p>4.1 REPORT OF CHAIR</p> <p>4.2 REPORT OF PRESIDENT AND CEO, ST. JOSEPH'S HEALTH SYSTEM</p>	<p style="text-align: center;"><u>All JBG Voting Members</u></p> <p>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</p> <p>THAT THE MINUTES OF THE QUALITY COMMITTEE OF MARCH 8, 2016 BE ACCEPTED FOR INFORMATION</p> <p style="text-align: center;"><u>All JBG Voting Members</u></p> <p>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</p> <p>THAT THE FOLLOWING QUALITY IMPROVEMENT PLANS FOR 2016/17 BE APPROVED:</p> <ul style="list-style-type: none"> - ST. JOSEPH'S HEALTHCARE HAMILTON - ST. JOSEPH'S VILLA DUNDAS - ST. JOSEPH'S HOME CARE <ul style="list-style-type: none"> • An overview of the Department of Family Medicine was presented with respect to primary care physician engagement with other health and allied health providers. • Extensive discussion ensued with respect to models of collaboration. In particular, Family Health Teams were overviewed and various other models of care were discussed. Successful alignments have occurred between primary care physicians and other health providers through the Integrated Comprehensive Care (ICC) models. • It was noted that it is of paramount importance that there is open and continued communication between primary care providers and hospital staff. The JBG was encouraged to ensure that the integration of family physicians occurs at all levels of hospital operations. • L. Hatcher was thanked for her very informative presentation. <ul style="list-style-type: none"> • Thanks were extended to L. McNeil and the JBG Team for their leadership and support with respect to the recent Clinical Transformation Project Mini-Retreat. An update will be provided on take away items at the next ICT Subcommittee. • Thanks were extended to S. Monzavi for chairing the February JBG meeting. • Promotion of the Around the Bay Road Race took place on March 22nd on CHML. The race is taking place on Sunday April 3rd. It was noted that many hospital departments have registered and are involved in fundraising initiatives for the upcoming event. • It was noted that there has been a request from the SJHS for board candidates. • The SJVD Foundation Gala will be taking place on Friday, April 29th. Tickets can be obtained through the SJVD Foundation Offices or through R. Rocci. • The Ontario Hospital Association has issued a call for new board members. <ul style="list-style-type: none"> • There was no report.

Subject	Discussion
<p>4.3 REPORT OF PRESIDENTS</p>	<ul style="list-style-type: none"> • An update related to Violence in the Workplace initiatives was provided. • The Resident Quality Inspection at the SJVD went very well. It was noted that SJVD will be at par with other peer facilities with respect to Provincial orders. • In response to a question, it was noted that the Personal Alarm System Working Group is currently planning to replace all of the personal alarms at the West 5th Campus.
<p>4.4 REPORT OF THE CHIEF NURSING OFFICER</p>	
<p>4.5 REPORT OF THE VICE PRESIDENT RESEARCH</p>	<ul style="list-style-type: none"> • An informative presentation on the St. Joseph's Research Institute Impact and Performance was provided by J. Gauldie. Highlights included a revision of Council of Academic Hospitals of Ontario (CAHO) data which included a review of opportunity areas, trainees per researcher, output comparisons, new clinical research projects, clinical trial initiatives and future publication comparisons. • It was noted that a joint proposal submitted by St. Joseph's Healthcare, Hamilton Health Sciences and McMaster University on Integrated Molecular Population Medicine has been submitted to the Canada First Research Fund. Proposals have also been submitted by St. Joseph's Healthcare Hamilton to the Lumira Fund.
<p>4.5.2 Nephrology WebEx and Q and A</p>	<ul style="list-style-type: none"> • There was extensive discussion with respect to the Nephrology Program and it was noted that there is very innovative research being conducted, particularly in the field of biomarkers. It was noted that SJHH's Nephrology Program is a world leader with internationally renowned clinicians, clinical researchers. <p>ACTION: A TOUR OF THE KIDNEY RESEARCH CENTRE WILL BE ORGANIZED FOR JBG MEMBERS PRIOR TO THE START OF AN UPCOMING JBG MEETING</p>
<p>4.6 REPORT OF THE CHIEF OF STAFF</p>	<ul style="list-style-type: none"> • An update on joint initiatives between SJHH and NHS was provided. It was noted that there are many opportunities for integration. • A Massive Tranfusion Protocol is coming to SJHH in the near future. • An update on chart completion was provided. • Dr. Ian Preyra has been appointed Deputy Chief of Staff, SJHH. • The e-credentialling system will be launched in the near future. • The review on critical incidents in the Mental Health Program is currently underway. • It was noted that a Search Committee has been struck to appoint a new Chief Medical Information Officer, to replace Dr. John Neary.
<p>4.7 REPORT OF THE PRESIDENT PROFESSIONAL STAFF ASSOCIATION (PSA)</p>	<ul style="list-style-type: none"> • Meeting of the Quarterly Medical Staff was held on March 29th. Dr. V. Tandan gave an update on the OMA negotiations and possible outcomes. In addition, an update was provided by Drs. D. Higgins and T. Stewart on the Clinical Transformation Project. • PSA annual dues are currently being collected from the membership. • The Exemplary Service Award has been awarded to Jamie Campeau at West 5th. Jamie works at Forensics on West 5th. • The PSA is looking to recruit a Treasurer for the PSA Executive. It was noted that the President of the PSA is holding meetings with various parties including the President of the PSA at NHS and Foundation Presidents. • The President of the PSA continues to meet with the Chief of Staff with respect to e-credentialling.

Subject	Discussion
<p>4.8 REPORT OF PRESIDENT</p> <p>SJVD FOUNDATION</p> <p>SJHH FOUNDATION</p> <p>5. INFORMATION EDUCATION ITEMS</p> <p>6. OTHER BUSINESS</p> <p>7. ADJOURNMENT</p>	<ul style="list-style-type: none"> • There was no report from the SJVD Foundation. • There was no report from the SJHH Foundation • JBG Closed Summary • JBG Walkabouts/Education Schedule <p>S. Monzavi was thanked for his summary with respect to the article on Diversity Drives Diversity</p> <ul style="list-style-type: none"> • Article and Summary – Diversity Drives Diversity <p>There was no further business.</p> <p>THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE ADJOURNED</p> <p>_____ Peter Tice, Chair</p> <p> _____ David Higgins, Secretary</p> <p> _____ Fadia Voogd, Recorder</p>

St. Joseph's Hamilton Joint Boards of Governors (JBG)

Summary of March 31st, 2016 Closed Meeting Session

Motions Summary

Recommending Committee	Motion
The Medical Advisory Committee	<p>It was voted that the:</p> <ul style="list-style-type: none"> ▪ Minutes of the Medical Advisory Committee of February 4, 2016 be approved (St. Joseph Hamilton Joint Boards of Governors – St. Joseph's Healthcare Hamilton Voting Members). ▪ Recommendation(s) on Credentials of the March 3, 2016 Medical Advisory Committee be approved (St. Joseph Hamilton Joint Boards of Governors – St. Joseph's Healthcare Hamilton Voting Members). ▪ Recommendations of the Research Committee of the March 3, 2016 Medical Advisory Committee be approved (St. Joseph Hamilton Joint Boards of Governors – St. Joseph's Healthcare Hamilton Voting Members).
Resource & Audit Committee	<p>It was voted that the:</p> <ul style="list-style-type: none"> ▪ 2016/17 operating budget for St. Joseph's Home Care be approved (St. Joseph Hamilton Joint Boards of Governors – St. Joseph's Home Care Voting Members).

Presentations and Reports to the JBG – Summary

The following reports were provided to the JBG in the closed session:

Eldercare

D. Wormald, President of St. Joseph's Health Centre Guelph and President of SJHS Eldercare, provided an informative presentation on the SJHS Eldercare Program. The main focus of the Eldercare Program is to enhance and enrich the lives of the residents through excellence. Various initiatives were outlined and accomplishments for the 2015-16 year were overviewed. It was noted that LTC standards can be a challenge in terms of orders as discrepancies often occur between different inspectors. A main theme is to determine how the St. Joseph's Health System can become a policy leader and how SJHS can help shape the direction of policy. There was extensive discussion with respect to this topic and the presentation will be circulated to all JBG members for information.

OPEN REPORT TO THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS
APRIL 2016

1. Environmental Scan

SJVD: The Ontario Association of Non-Profit Homes and Services for Seniors (OANHSS) Convention

The OANHSS Convention will be held April 25-27 with the theme of "Great Places to Live and Work". The Keynote Speakers are Stephen Lewis, "The Power of Advocacy"; Jay Ingram, "The End of Memory: The Science Behind the Alzheimer's"; Frank O'Dea, "Facing Adversity with Hope, Vision, Action".

Jaimie Williams, Manager Quality Improvement at SJVD and Julie Wilson, Director, Clinical Safety, Quality and Risk for SJHCG, SJVD and SJLB, will be presenting "Implementing a Corporate Risk Framework". The presentation will provide an understanding of how having a structured risk management process can mitigate and manage risks associated with budget, capital planning, human resources, corporate governance, policy and legislative compliance, information systems, property, emergency preparedness, contract management, credentialing and liability. As well detailed insight will be provided on a framework for assessing and managing risk as developed by one member organization. Detail on procedures for implementing an integrated risk management framework will also be provided.

SJHC: HNHB Home First Refresh Sub-committee

The Community Connector role which was piloted under the Community Support Services (CSS) Home First initiative is now being supported by the New Horizon's Pan-Canada grant. SJHC has received three-year funding for a Community Connector Role as part of the Pan Canada proposal. This person will be working with staff from SJHH. Next steps will be to hire a Community Connector and have them ready to start work on May 1, 2016.

2. Mission, Vision and Values Update

SJHH: National Volunteer Week

National Volunteer Week taking place April 10– 16th, is an annual event that celebrates the contributions of the millions of volunteers across Canada. SJHH recognizes the dedication of the many individuals who volunteer and play a vital role in our ability to deliver safe, compassionate, and effective care to visitors, patients, and their family members.

Each year the Ontario Volunteer Service Awards recognize individual volunteers for continuous years of committed service to an organization, like SJHH. Awards are distributed during ceremonies held across Ontario where recipients are presented with a stylized trillium service pin and personalized certificate acknowledging their years of service. Award nominations are submitted by their organization, and over 11,000 volunteers were recognized.

The 2016 Ontario Volunteer Service Award recipients for SJHH include:

- Joan Jervis (30 years),
- Mae Watson (25 years),
- Mary Keegan (25 years),
- Sister Patricia Hanlon (20 years),
- John Reiser (20 years),

- Lucia Bach (20 years),
- Catherine Laing (15 years),
- Marie Ronalds (10 years),
- Christine Egan (10 years),
- Yasir Rehman (5 years),
- Karen Doherty (5 years),
- Barb Allen (5 years),
- Shahbano Syed (youth),
- Lois Chui (youth),
- Erin Heikamp (youth)

SJHH: St. Joe's staff changes 853 lives with United Way Burlington & Greater Hamilton

A special thank you was received from United Way Burlington & Greater Hamilton after calculation of the final numbers for the 2015 United Way campaign. SJHH, CUPE 786 and its employees raised a total of \$35,377.95 which will help change the lives of 853 people. Funds raised during this campaign help seniors, and at-risk children and youth, by enabling United Way to build a supportive network within the community. A special thanks to the SJHH United Way committee for their continued commitment each year.

SJVD: National Volunteer Week

On April 14, 2016 Volunteer Hamilton hosted the 18th annual Community Builders Breakfast at Michaelangelo's. The Breakfast is an opportunity to recognize the efforts of volunteers across the city and the role that volunteers play in shaping the community. This year's theme, Volunteers are the Roots of Strong Communities focused on how volunteers play a pivotal role in strengthening the Hamilton Community.

Victor Longo received a "Hamilton Hometown Heroes" award for his dedication through volunteerism SJVD. Victor has made a significant impact to the SJVD Adult Day Program clientele. Victor commits several days each week to the Adult Day Program supporting the community seniors through his caring hands, soft words and gentle spirit. Victor has been a volunteer with SJVD for the past seven and a half years serving clients with intellectual and physical disabilities. Victor runs a men's billiards group, attends to portering to worship services, building flower boxes and games for the day program clients, greening the garden, serving meals and coaxing smiles and laughter everywhere he goes.

3. Planning and Development

See closed report

4. Operational Information

JBG: E-Board Packages:

As of May 2016, Board members can expect electronic Board agenda packages. Packages will be emailed by means of a password protected pdf file. In the future we will be testing a secure Board portal the Board and committees of the Board.

SJVD: Staff Engagement Survey

SJVD will be administering an Employee Engagement Survey through Survey Monkey to measure employee engagement and conditions affecting engagement. We will be using the SHRM survey which was developed by the Society for Human Resource Management which is an accredited HR body and have received approval to use this survey through Accreditation Canada. The survey will run from May 15 to June 30, 2016.

SJVD: Hand Hygiene

One of the priorities of the SJVD Quality Improvement Plan for 2016-17 is hand hygiene. The goal is to improve from 49% (baseline) to 75% (target) compliance by March 31, 2017. SJVD is already well on the way, as Q4 hand hygiene performance data (Jan-March 2016) indicates 76% compliance. Between April 1, 2016 and March 31, 2017 the Hand Hygiene Team has committed to implementing a SJVD "Safe Hands" video, which will feature staff and residents.

SJHH: Prevention of Violence in the Workplace Update

<p>Goals & Structure</p>	<p>The Executive Committee on Prevention of Violence in the Workplace was established under the direction of Dr. David Higgins, with executive leadership representation, to coordinate the critical work already underway related to staff safety. The committee is supported by new and existing working groups to ensure a broad range of voices take part in affecting change in a positive and expedient manner.</p>
<p>Committee updates and actions</p>	<p>Management of Aggressive and Responsive Behaviours Committee (MARB) <i>Under the direction of the Romeo Cercone, Vice-President of Mental Health, Quality and Planning and Winnie Doyle VP Patient Services.</i></p> <p>The Terms of Reference of this group are to provide ongoing support and direction in the development, implementation, and maintenance of all policies, procedures and training integral to promoting a safe workplace and patient care environment for staff, physicians, learners, volunteers and patients. Central to the committee's work is recognizing that the activation of a Code White is only one part of the continuum of care which is based on staged interventions within the patient care setting. Prevention and early intervention strategies are cornerstone to decrease the likelihood that a behavior will escalate to a point where a Code White response is required.</p> <p>Among the responsibilities, the committee has completed the following:</p> <ul style="list-style-type: none"> • Established a corporate approach to education and training of SJHH staff on the safe management of disruptive or hostile behavior. • Provided a forum to quantify, track and review Code White incidents within the organization and recommend action when appropriate. • Established a data collection and evaluation process that will facilitate key considerations around accountability for processes; learnings from data; monitoring trends and challenges; and examining if there are preventable measures that should be reviewed or revised. • Promoted discussion, problem-solving, and share recommendations concerning department/service issues related to training/education or Code White incidents at all SJHH campuses. • Addressed educational needs for ongoing professional development for all Code White response team members and staff.
<p>Committee updates and actions</p>	<p>Patient Alert/Screening Working Group <i>Co-Chaired by Jane Loncke, Director of Clinical Programs and Stephanie Dowhan-Soltys, Director Occupational Health and Safety, this working group's executive sponsor is Winnie Doyle, Vice President, Clinical Programs and Chief Nursing Executive.</i></p> <p>Temporary signage on Respect and Behaviours (dignity and respect expected, and purposeful, aggressive behavior, language and/or violence not acceptable) have been placed at the entrance of most clinical units/departments, with permanent signs to follow that include Respect and Behaviours; Unit Based Leadership; Patient Bill of Rights; Health Information Practices; Respect our Environment; and No Photography.</p>

A pilot is underway in one unit of the Mental Health and Addiction Program (West 5th) to examine communication processes to all staff entering the unit regarding the identification of the risk of aggressive and/or responsive behaviours.

Pilot programs continue in the ED, CTUW, CTUC, DCD and CTUN around development and use of risk assessment tool and methods of flagging/ alerting staff of potential risk. Reports expected by month's end. A patient brochure to educate on this issue is being developed.

Personal Alarm Working Group (PAWG)

This cross-functional working group led by Karen Langstaff and Romeo Cercone, includes membership from mental health management, a physician lead, security, ICT, support services and staff members.

The Personal Alarms currently used at W5th will be replaced with new next generation alarms to fix the premature battery failure issues encountered with the current personal alarms. This is due to commence April 11 – 22nd inclusive. All of the new personal alarms will be tested before they are distributed. Instructions on checking batteries will accompany the new alarms.

The committee is reviewing information provided by Plenary and a third party group hired by Plenary to look at other personal alarms systems that could meet our specifications.

Review of Mental Health and Addiction Program Incidents of Violence

Dr. Tom Stewart, Chief of Staff, is working with Deb Schubert, Vice President of People & Organizational Effectiveness, on this committee.

Dr. Stewart continues to review incidents that occurred during December 2015 and January 2016. Further incidents may be added to this list.

A parallel external review is also underway.

Occupational Health and Safety Review

Led by Deborah Schubert, Vice-President of People and Organizational Effectiveness and working closely with the Union Presidents.

The committee has developed a toolkit on reporting incidents of violence in the workplace, which is being piloted and will be reviewed by the Joint Occupational Health and Safety committee.

An inventory tracking all CPI training has been created to ensure that staff in designated areas have received the training.