



## **St. Joseph's Hamilton Joint Boards of Governors**

*February 2018*

*Open Agenda Package – Web Version*

OUR  
mission  
vision  
values



**OUR MISSION //**

Living the Legacy: Compassionate Care. Faith. Discovery.

**OUR VISION //**

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

**OUR VALUES //**

Dignity. Respect. Service. Justice. Responsibility. Enquiry.

St. Joseph's  
Home  Care

St. Joseph's  
Healthcare  Hamilton

St. Joseph's  
Villa  Dundas

**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

**Enquiry** – Seeking knowledge



## Definition

A dedicated approach to seeking knowledge empirically through a blended approach of tested practices and a focus on experimentation.

## Behaviours

- Practices based on evidence and theory
- Ethical research practices
- A desire for new knowledge

**St. Joseph's Hamilton Joint Boards of Governors – Open Agenda**  
**Thursday, February 22, 2018**  
**3:30 – 6:00 p.m.**

***Dofasco Boardroom – 2<sup>nd</sup> Floor – Juravinski Innovation Tower – T2215***

- Elected Members** Mr. Sonny Monzavi (Chair), Mr. Lee Clayton, Dr. Naresh Agarwal, Mr. Peter Tice, Dr. Mary Guise, Mr. Ray Rocci, Ms. Moira Taylor, Mr. Tony Thoma, Mr. David Tonin, Mr. Adriaan Korstanje, Ms. Lynn McNeil, Mr. Rod Dobson, Mrs. Barb Beaudoin, Mrs. Catherine Olsiak, Dr. Carolyn Byrne.
- Ex-Officio Members** Dr. Greg Rutledge, Ms. Winnie Doyle, Dr. Tom Stewart, Dr. David Higgins, Dr. Paul O'Byrne, Dr. Kevin Smith.
- Senior Management Team** Mr. Brian Guest, Ms. M. Ewen, Dr. Carolyn Gosse, Dr. Jack Gauldie.
- Resource** Mrs. Sonali Makawita, Mrs. Fadia Voogd, Ms. Sera Filice-Armenio, Ms. Maureen Ellis.

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

Time	Item	Topic	Motion	Values	Lead	Page
<b>3:35pm</b>	<b>1.0</b>	<b>Call to Order</b>				
	1.1	<i>Opening Prayer and Reflection on ENQUIRY</i>		R2	A.Korstanje All	
	1.2	<i>Introduction of Guests</i>				
	1.3	<i>Declaration of Conflict of Interest</i>				
	1.4	<i>Approval of Agenda</i>	<b>All JBG Voting Members: THAT THE OPEN AGENDA OF THE FEBRUARY 22, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE MEETING BE APPROVED</b>	R2	S. Monzavi	
<b>3:55pm</b>	<b>2.0</b>	<b>Consent Agenda</b>				
	2.1	<i>Approval of St. Joseph's Hamilton Joint Boards of Governors Open Minutes</i>	<b>All JBG Voting Members: THAT THE OPEN MINUTES OF THE JANUARY 25, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE APPROVED</b>	R2	S. Monzavi	

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>  <b>THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE MEETING OF FEBRUARY 6, 2018 BE ACCEPTED FOR INFORMATION</b></p>	R2	A.Korstanje	
	2.3	<i>Resource and Audit Committee Minutes and Motions</i>	<p><u>All JBG Voting Members</u>  <b>THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE MEETING OF FEBRUARY 21, 2018 BE ACCEPTED FOR INFORMATION</b></p> <p><u>SJVD Voting Members</u>  <b>THAT THE SJVD OPERATING BUDGET FOR THE FISCAL YEAR JANUARY 1, 2018 TO DECEMBER 31, 2018 BE APPROVED</b>  <i>(minutes will be on the blotter)</i></p> <p><u>All JBG Voting Members</u>  <b>THAT THE HUMAN RESOURCE SUBCOMMITTEE, REPORTING THROUGH THE RESOURCE AND AUDIT COMMITTEE, BE RE-INSTATED</b></p>		L. McNeil	
<b>4:00pm</b>	<b>3.0</b>	<b>Quality &amp; Patient Safety</b>				
	3.1	<i>Quality Committee Minutes, Motions and Report</i>	<p><u>All JBG Voting Members</u>  <b>THAT THE MINUTES OF THE QUALITY COMMITTEE MEETING OF FEBRUARY 13, 2018 BE ACCEPTED FOR INFORMATION</b></p>	S	D. Tonin	
<b>4:15pm</b>	<b>4.0</b>	<b>Medical Advisory Committee Presentation</b>				
		Dr. Benicio Frey – Moods and Women’s Health Concerns				
<b>4:40pm</b>	<b>5.0</b>	<b>Reports</b>				
	5.1	<i>Report of Chair</i>		R2	S. Monzavi	

Time	Item	Topic	Motion	Values	Lead	Page
	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 B. Guest C. Gosse	
	5.3.1	<i>Report of SJVD – B. Guest</i>				
	5.3.2	<i>Report of SJHC – C. Gosse</i>				
	5.3.3	<i>Report of SJHH – D. Higgins</i>				
	5.4	<i>Report of the Chief Nursing Executive</i>		R2/S	W. Doyle	
	5.5	<i>Report of the Vice President Research</i>		R2	J. Gauldie	
	5.6	<i>Report of the Chief of Staff</i>		R2	T. Stewart	
	5.7	<i>Report of President, Medical Staff Association</i>		R2	G. Rutledge	
	5.8	<i>Report of the President SJVD Foundation SJHH Foundation</i>		R2	M. Ellis S. Filice-Armenio	
<b>4:50pm</b>	<b>6.0</b>	<b>Information / Education Items</b>				
	6.1	Walkabout Schedule and Council Meeting Schedule		R2 / E	S. Monzavi	
	6.2	LHIN Board Briefing Note				
	6.3	The Research Institute of St. Joe's Hamilton: 2017 Annual Report – separate enclosure on blotter				
<b>4:50pm</b>	<b>6.0</b>	<b>Adjournment</b>				
	6.1	<i>Motion to adjourn</i>	<u>All JBG Voting Members:</u> <b>THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE ADJOURNED</b>		S. Monzavi	
<b>4:50pm</b>	<b>7.0</b>	<b>Break followed by Closed Session</b>				



Committee: **St. Joseph's Hamilton Joint Boards of Governors – OPEN SESSION** Date: January 25, 2018  
 Called to order at: 1530 hours Adjourned: 1635 hours

**St. Joseph's Healthcare Hamilton Voting Members:**

Mr. S. Monzavi, Mr. A. Korstanje, Ms. L. McNeil, Mr. P. Tice, Mrs. C. Olsiak, Dr. C. Byrne, Dr. N. Agarwal.

**St. Joseph's Villa Dundas Voting Members:**

Mr. S. Monzavi, Mr. A. Korstanje, Ms. L. McNeil, Mr. R. Rocci, Mrs. M. Taylor, Mr. T. Thoma, Mr. R. Dobson.

**St. Joseph's Homecare Hamilton Voting Members:**

Mr. S. Monzavi, Mr. A. Korstanje, Ms. L. McNeil, Dr. M. Guise, Mr. L. Clayton, Mr. D. Tonin, Mrs. B. Beaudoin.

Location: Dofasco Boardroom – Juravinski Innovation Tower  
 Present: Mr. S. Monzavi, Chair, Mr. A. Korstanje, Mr. R. Dobson, Mr. T. Thoma, Mrs. B. Beaudoin, Dr. C. Byrne, Mr. D. Tonin, Mrs. M. Taylor, Mrs. L. McNeil, Mrs. C. Olsiak, Ms. W. Doyle, Dr. N. Agarwal, Mr. L. Clayton.  
 Regrets: Dr. T. Stewart, Dr. P. O'Byrne, Dr. K. Smith, Dr. G. Rutledge, Dr. M. Guise, Mr. P. Tice, Mr. R. Rocci.  
 Resource Staff: Dr. D. Higgins, Mrs. F. Voogd, Ms. M. Ewen, Dr. C. Gosse, Mrs. S. Makawita.  
 Guests: Mr. R. Tiffin, Ms. S. Hollis, Ms. F. Vavaroutsos, Ms. L. Beesley.  
 NEXT MEETING February 22, 2018

Subject	Discussion
L. PROTOCOL	
L.8 CALL TO ORDER	The meeting was called to order at 1530 hours by S. Monzavi.
1.1 OPENING PRAYER	L. Clayton opened the meeting with a prayer. There was reflection with respect to the value of RESPECT.
L.8 INTRODUCTION OF GUESTS	All invited guests were introduced.
L.8 DECLARATION OF CONFLICT OF INTEREST	There was no conflict of interest declared.
	<u>All JBG Voting Members</u>
1.4 APPROVAL OF AGENDA	ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:
	<b>THAT THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS AGENDA BE APPROVED AS CIRCULATED</b>
2. CONSENT AGENDA	
	<u>All JBG Voting Members</u>
2.1 APPROVAL OF ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS OPEN MINUTES	ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:
	<b>THAT THE MINUTES OF THE OPEN SESSION OF THE DECEMBER 21, 2017 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE BE APPROVED</b>



Subject	Discussion
<p><b>2.2 GOVERNANCE, MISSION AND VALUES COMMITTEE MINUTES AND MOTIONS</b></p>	<ul style="list-style-type: none"> <li>It was noted that the Governance Functioning Tool for JBG Voting Members of SJHC and SJVD has been completed in preparation for the upcoming accreditation.</li> </ul> <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><b>THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE OF DECEMBER 21, 2017 BE ACCEPTED FOR INFORMATION</b></p>
<p><b>2.3 RESOURCE AND AUDIT COMMITTEE MINUTES AND MOTIONS</b></p>	<ul style="list-style-type: none"> <li>The Treasurer's Report was overviewed.</li> <li>The Dovetale Implementation has been extremely successful, coming in on schedule and slightly under budget.</li> </ul> <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><b>THAT THE MINUTES OF THE RESOURCE AND AUDIT COMMITTEE OF JANUARY 24, 2018 BE ACCEPTED FOR INFORMATION</b></p> <ul style="list-style-type: none"> <li>Discussion occurred in the Closed Session.</li> </ul> <p style="text-align: center;"><u>SJHH Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED</i></p> <p><b>THAT THE 2018/19 HOSPITAL ACCOUNTABILITY SUBMISSION (HAPS) BE APPROVED</b></p>
<p><b>3. QUALITY AND PATIENT SAFETY</b></p> <p><b>3.1 QUALITY COMMITTEE MINUTES, MOTIONS AND REPORT</b></p>	<ul style="list-style-type: none"> <li>The patient story evolved around a resident of SJVD who because a resident of SJVD in the Fall of 2017. The story illustrated the way that the SJVD team worked collaboratively to develop a Fall Management Strategy and plan of care for this particular resident. Villa staff are committed to all falls management efforts for its residents, and discussion ensued with respect to falls strategies.</li> <li>Webexes were presented on the SJVD Quality Report and the Patient Safety Priority: Reducing Infection for SJHH and SJHC.</li> <li>The proposed Quality Improvement Plan (QIP) metrics for 2018/19 for SJHH and SJVD were presented.</li> <li>The monthly critical incident report for SJHH, SJVD and SJHC were reviewed.</li> <li>It was noted that regular reports on quality indicators for SJVD will be brought forward as a standing agenda item.</li> </ul>

Subject	Discussion
<p><b>4. MEDICAL ADVISORY COMMITTEE PRESENTATION</b></p> <p><b>5. REPORTS</b></p> <p><b>5.1 REPORT OF CHAIR</b></p> <p><b>5.2 REPORT OF PRESIDENT AND CEO, ST. JOSEPH'S HEALTH SYSTEM</b></p> <p><b>5.3 REPORT OF PRESIDENTS</b></p> <p><b>5.3.1 Update on SJVD – B. Guest</b></p> <p><b>5.3.2 Update on SJHC – C. Gosse</b></p> <p><b>5.3.3 Update on SJHH – D. Higgins</b></p> <p><b>5.4 REPORT OF THE CHIEF NURSING OFFICER</b></p> <p><b>5.5 VICE PRESIDENT RESEARCH</b></p> <p><b>5.6 REPORT OF THE CHIEF OF STAFF</b></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><b>THAT THE MINUTES OF THE QUALITY COMMITTEE OF JANUARY 9, 2018 BE ACCEPTED FOR INFORMATION</b></p> <ul style="list-style-type: none"> <li>• There was no presentation this month.</li> <li>• The Chair noted that the Reports of the Presidents have been divided in separate sections for each organization.</li> <li>• There was no report.</li> <li>• There was no further update in addition to the written report.</li> <li>• An update on Food Services at First Place Café was provided. Many complimentary notes have been received from clients of the service.</li> <li>• An update on the influenza season was provided and statistics from the City of Hamilton were overviewed. It was noted that the impact of influenza on clinical units is significant and creates capacity challenges.</li> <li>• An update on the management of aggression and responsive behaviours (MARB) and Code White activations was provided. Calendar year comparisons were provided, as well as a sample poster from SJHH's Support to Report Campaign, which was launched in 2017.</li> <li>• It was noted that Code White debriefings are held to review and assess response to calls.</li> <li>• There was no report.</li> <li>• The written report was overviewed. An update was provided on Dovetale, physician recruitment, various search committees, Niagara Health, Haldimand War Memorial hospital.</li> <li>• Dr. Carolyn Levis was congratulated as the recipient of the 2017 Sister Joan O'Sullivan Award. A note of congratulations will be sent to Dr. Levis on behalf of the JBG.</li> <li>• A recommendation with respect to a Joint Chief of Family Medicine will be brought forward shortly.</li> </ul>

