



St. Joseph's Hamilton Joint Boards of Governors

March 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.

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, March 29, 2018
3:30 – 6:00 p.m.

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

Elected Members Mr. Sonny Monzavi (Chair), Mr. Lee Clayton, Dr. Naresh Agarwal, Mr. Sonny Monzavi, 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. Mieke Ewen, Dr. Carolyn Gosse, Dr. Jack Gauldie.

Resource Mrs. Sonali Makawita, Mrs. Fadia Voogd, Ms. Sera Filice-Armenio, Ms. Maureen Ellis.

Guest(s):

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

Time	Item	Topic	Motion	Values	Lead	Page
3:35pm	1.0	Call to Order				
	1.1	<i>Opening Prayer and Reflection on JUSTICE</i>		R2	M. Taylor All	
	1.2	<i>Introduction of Guests</i>				
	1.3	<i>Declaration of Conflict of Interest</i>				
	1.4	<i>Approval of Agenda</i>	<u>All JBG Voting Members:</u> THAT THE OPEN AGENDA OF THE MARCH 29, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE MEETING BE APPROVED	R2	S. Monzavi	
3:55pm	2.0	Consent Agenda				
	2.1	<i>Approval of St. Joseph's Hamilton Joint Boards of Governors Open Minutes</i>	<u>All JBG Voting Members:</u> THAT THE OPEN MINUTES OF THE FEBRUARY 22, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE APPROVED	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> THAT THE MINUTES OF THE GOVERNANCE, MISSION AND VALUES COMMITTEE MEETING OF MARCH 6, 2018 BE ACCEPTED FOR INFORMATION</p>	R2	A.Korstanje	
	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 MARCH 21, 2018 BE ACCEPTED FOR INFORMATION</p> <p><u>SJVD Voting Members</u> THAT THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2017 FOR ST. JOSEPH'S VILLA AND ST. JOSEPH'S ESTATES, AND THE NOTICE TO READER FINANCIAL STATEMENTS FRO THE YEAR ENDED DECEMBER 31, 2017 FOR ST. JOSEPH'S SENIOR CENTRE BE APPROVED</p> <p><u>SJHC Voting Members</u> THAT THE ST. JOSEPH'S HOME CARE OPERATING BUDGET FOR THE FISCAL YEAR APRIL 1, 2018 THROUGH MARCH 31, 2019 BE APPROVED</p> <p><u>SJHH Voting Members</u> THAT THE 2018-2020 HOSPITAL SERVICE ACCOUNTABILITY AGREEMENT (HSAA) FOR SJHH BE APPROVED</p>		L. McNeil	

Time	Item	Topic	Motion	Values	Lead	Page
			<u>All JBG Voting Members</u> THAT THE APPOINTMENT OF ROD DOBSON AS CHAIR, HUMAN RESOURCES SUBCOMMITTEE OF THE RESOURCE AND AUDIT COMMITTEE OF THE JBG BE APPROVED			
4:00pm	3.0	Quality & Patient Safety				
	3.1	<i>Quality Committee Minutes, Motions and Report</i>	<u>All JBG Voting Members</u> THAT THE MINUTES OF THE QUALITY COMMITTEE MEETING OF MARCH 13, 2018 BE ACCEPTED FOR INFORMATION <u>All JBG Voting Members</u> THAT THE QUALITY IMPROVEMENT PLANS 2018-2019 FOR SJHH, SJHC AND SJVD BE APPROVED	S	D. Tonin	
4:15pm	4.0	Medical Advisory Committee Presentation				
		Dr. Yaron Shargall, Department of Surgery, Service of Thoracic Surgery				
4:40pm	5.0	Reports				
	5.1	<i>Report of Chair</i>		R2	S. Monzavi	
	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 SJHH – D. Higgins</i>				
	5.3.3	<i>Report of SJHC – C. Gosse</i>				
	5.4	<i>Report of the Chief Nursing Executive</i>		R2/S	W. Doyle	
	5.5	<i>Report of the Vice President Research – see e-materials</i>		R2	J. Gauldie	
	5.5.1	<i>Mental Health and Addictions Webex – see e-materials</i>				

Time	Item	Topic	Motion	Values	Lead	Page
	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	
4:50pm	6.0	Information / Education Items				
	6.1	Walkabout Schedule and Council Meeting Schedule		R2 / E	S. Monzavi	
	6.2	HNHB Board Meeting Briefing Note				
4:50pm	6.0	Adjournment				
	6.1	<i>Motion to adjourn</i>	<u>All JBG Voting Members:</u> THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE ADJOURNED		S. Monzavi	
4:50pm	7.0	Break followed by Closed Session				



Committee: St. Joseph's Hamilton Joint Boards of Governors – OPEN SESSION Date: February 22, 2018
 Called to order at: 1530 hours Adjourned: 1705 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. I. Preyra, Dr. M. Guise, Mr. D. Tonin, Mrs. M. Taylor, Mrs. L. McNeil, Mrs. C. Olsiak, Dr. N. Agarwal, Dr. P. O'Byrne, Mr. L. Clayton.
 Regrets: Dr. T. Stewart, Ms. W. Doyle, Mr. R. Rocci, Mr. P. Tice, Dr. C. Byrne, Dr. K. Smith, Dr. G. Rutledge.
 Resource Staff: Dr. D. Higgins, Mrs. F. Voogd, Ms. M. Ewen, Dr. C. Gosse, Ms. E. Doherty, Mr. B. Guest.
 Guests: Dr. B. Frey, Dr. P. Cook.
 NEXT MEETING: March 29, 2018

Subject	Discussion
A. PROTOCOL	
A.8 CALL TO ORDER	The meeting was called to order at 1530 hours by S. Monzavi.
1.1 OPENING PRAYER	A.Korstanje opened the meeting with a prayer. There was reflection with respect to the value of ENQUIRY.
A.8 INTRODUCTION OF GUESTS	All invited guests were introduced.
A.8 DECLARATION OF CONFLICT OF INTEREST	There was no conflict of interest declared.
1.4 APPROVAL OF AGENDA	<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 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS AGENDA BE APPROVED AS CIRCULATED</p>
2. CONSENT AGENDA	
2.1 APPROVAL OF ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS OPEN MINUTES	<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 OPEN SESSION OF THE JANUARY 25, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE BE APPROVED</p>

Subject	Discussion
<p>2.2 GOVERNANCE, MISSION AND VALUES COMMITTEE MINUTES AND MOTIONS</p>	<ul style="list-style-type: none"> Discussion ensued with respect to clauses related to eligibility requirements for board member candidates. Further discussion will occur at the Governance, Mission and Values Committee, and review of the administrative bylaws will occur to ensure eligibility requirements are reflected appropriately in the bylaws. <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 FEBRUARY 6, 2018 BE ACCEPTED FOR INFORMATION</p>
<p>2.3 RESOURCE AND AUDIT COMMITTEE MINUTES AND MOTIONS</p>	<ul style="list-style-type: none"> The minutes from the meeting were distributed on the blotter. <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 FEBRUARY 21, 2018 BE ACCEPTED FOR INFORMATION</p> <ul style="list-style-type: none"> Discussion occurred with respect to the SJHH budget and expectations with respect to the funding letter. <p style="text-align: center;"><u>SJVD Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE SJVD OPERATING BUDGET FOR THE FISCAL YEAR JANUARY 1, 2018 THROUGH DECEMBER 31, 2018 BE APPROVED</p> <ul style="list-style-type: none"> Discussion occurred with respect to the re-instatement of the Human Resource Committee. A meeting will occur shortly to determine HR Sub-Committee composition and creation of a work plan. <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>THAT THE HUMAN RESOURCE SUBCOMMITTEE, REPORTING THROUGH THE RESOURCE AND AUDIT COMMITTEE, BE RE-INSTATED</p>
<p>3. QUALITY AND PATIENT SAFETY</p> <p>3.1 QUALITY COMMITTEE MINUTES, MOTIONS AND REPORT</p>	<ul style="list-style-type: none"> A patient story with respect to the Transplant Program was provided. Webex presentations on the Kidney Urinary Program, Mapping our Future Q3 Update were provided. The SJVD Compliance Report and Action Plan was highlighted. The monthly critical incident report for SJHH, SJVD and SJHC was reviewed. The 2018/19 Quality Improvement Plan (QIP) Summary Update was reviewed.

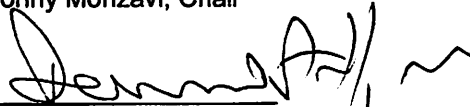
Subject	Discussion
	<p style="text-align: center;"><u>All JBG Voting Members</u></p> <p><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p>THAT THE MINUTES OF THE QUALITY COMMITTEE OF FEBRUARY 13, 2018 BE ACCEPTED FOR INFORMATION</p> <ul style="list-style-type: none"> • Dr. P. Cook, Chief, Psychiatry, introduced Dr. B. Frey, Member, Service of Women Health Concerns and Moods. Dr. Frey gave an informative presentation on the Women's Health Concerns Clinic (WHCC) Past and Present, Mission, team overview and a typical clinic day presentation. It was noted that this is the first Clinic specializing in Women's Mental Health Concerns in Canada. Clinical, research and education highlights as well as knowledge translation and alignment with the Mission of the Founding Sisters were highlighted. • Extensive discussion ensued. A patient story related to this Clinic and the tremendous support the family received during their interactions was highlighted. This Clinic highlights the importance of the hospital and academic partnership between SJHH and McMaster University. <p>5. REPORTS</p> <p>5.1 REPORT OF CHAIR</p> <ul style="list-style-type: none"> • There was no report. <p>5.2 REPORT OF THE DEAN, FACULTY OF HEALTH SCIENCES</p> <ul style="list-style-type: none"> • An update on the activities of the Faculty of Health Sciences, including successful grant applications were highlighted. • An update on various search committees was provided. • P. O'Byrne noted impact of key changes to Royal College regulations with respect to the new competency by design training requirements. This issue was extensively discussed along with implications. Meetings with senior leadership will continue and manpower plans will be re-examined to ensure that all stakeholders can continue to fulfill their academic Mission but also provide service delivery in new environment. The JBG will be kept informed with progress updates. • There was discussion with respect to Intellectual Property, commercialization and innovation in health sciences. In response to a question, it was noted that agreements exist with McMaster University, SJHH and inventors. <p>5.3 REPORT OF PRESIDENTS</p> <p>5.3.1 Update on SJVD – B. Guest</p> <ul style="list-style-type: none"> • It was noted that the Department of Psychology ran a series of workshops this month at area site branches of Hamilton's public libraries. • In response to a question, it was noted that with respect to the sharing of personal information, it is specific to staff who are members of a professional college. <p>5.3.2 Update on SJHC – C. Gosse</p> <ul style="list-style-type: none"> • There was no further discussion. <p>5.3.3 Update on SJHH – D. Higgins</p> <ul style="list-style-type: none"> • Discussed occurred with respect to the Admission Avoidance Team. The principle objective of the team is to identify patients who may not require hospital admission and who can be safely discharged home, thus avoiding admission to hospital. Follow up calls are provided to discharged patients by the team to ensure appropriate follow through of the patient's needs.

Subject	Discussion
5.4 REPORT OF THE CHIEF NURSING OFFICER	<ul style="list-style-type: none"> • A report and update on closed-loop barcode medication administration was overviewed. Current state, background, action plan and YTD performance were highlighted. Extensive discussion ensued with respect to this process which was implemented in all inpatient areas on December 2nd, 2017. • Nursing Week is May 7-11th and it was noted that the Nursing Week Dinner will be held on May 9th.
5.5 VICE PRESIDENT RESEARCH	<ul style="list-style-type: none"> • There was no report.
5.6 REPORT OF THE CHIEF OF STAFF	<ul style="list-style-type: none"> • The Around the Bay Road Race takes place in March and it was noted that the "MAC and Friends" have signed up once again for the race. The MAC is looking forward to this event and are starting to recruit team members and donations. • An update on Chief changes and physician recruitment occurred. The new Medical Staff Executive for 2018 was announced. • SJHH physician leaders continue to play a very helpful role in recruitment and service development at Niagara Health System. • Various departments continue to assist Haldimand War Memorial Hospital with plans for surgical and cardiology services. • There was no report this month.
5.7 REPORT OF THE PRESIDENT PROFESSIONAL STAFF ASSOCIATION	<ul style="list-style-type: none"> • There was no report this month.
5.8 REPORT OF FOUNDATION PRESIDENTS	<ul style="list-style-type: none"> • There was no report this month.
SJVD FOUNDATION	
SJHH FOUNDATION	<ul style="list-style-type: none"> • The launch event for the Around the Bay Road Race took place on February 13th. The event featured fifty fundraising teams. • Fundraising continues for three redevelopment projects at the Charlton Campus which includes Emergency Psychiatry, Dialysis and Cardiology.
6. INFORMATION EDUCATION ITEMS	<ul style="list-style-type: none"> • Walkabout Schedule and Council Meeting Schedule • LHIN Board Briefing Note • The Research Institute of St. Joe's Hamilton: 2017 Annual Report
7. OTHER BUSINESS	<ul style="list-style-type: none"> • There was no other business.
8. ADJOURNMENT	THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE ADJOURNED

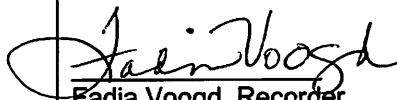
Subject

Discussion

Sonny Monzavi, Chair



David Higgins, Secretary



Fadia Voogd, Recorder