



St. Joseph's Hamilton Joint Boards of Governors

May 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

Dignity – The worth of the person is affirmed & unconditional



Definition

Places high emphasis on the worth and value of the individual and is not dependent or conditional on anything. Dignity is demonstrated by focusing on the needs of the person, their comfort, and respecting their choices.

Behaviours

- Concerned with the feelings of their patient or family
- Recognizing the sacredness of human life
- Cultivating the notion of control, confidence and decision making to the patient or family member
- Eliminating events that might embarrass or bring shame to the patient or family member

St. Joseph's Hamilton Joint Boards of Governors – Open Agenda
Thursday, May 31, 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. 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.
- 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.

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 DIGNITY</i>		R2	C. Byrne 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 MAY 31, 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 APRIL 26, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS MEETING BE APPROVED	R2	S. Monzavi	1-5

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 MAY 16, 2018 BE ACCEPTED FOR INFORMATION</p>	R2	A.Korstanje	6-36
	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 MAY 23, 2018 BE ACCEPTED FOR INFORMATION</p> <p><u>SJHH Voting Members</u> THAT THE SJHH AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2018 BE APPROVED</p> <p><u>SJHC Voting Members</u> THAT THE SJHC AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED MARCH 31, 2018 BE APPROVED</p> <p><u>SJHH Voting Members</u> THAT THE APPOINTMENT OF KPMG LLP AS AUDITORS FOR SJHH FOR THE YEAR ENDING MARCH 31, 2019 BE APPROVED</p> <p><u>SJVD Voting Members</u> THAT THE APPOINTMENT OF KPMG LLP FOR SJVD AND SJVD ESTATES FOR THE YEAR ENDING DECEMBER 31, 2018 BE APPROVED</p>		L. McNeil	37-194

Time	Item	Topic	Motion	Values	Lead	Page
			<u>SJHC Voting Members</u> THAT THE APPOINTMENT OF KPMG LLP AS AUDITORS FOR SJHC FOR THE YEAR ENDING MARCH 31, 2019 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 MAY 8, 2018 BE ACCEPTED FOR INFORMATION <u>SJHH Voting Members</u> THAT THE 2017-18 QUALITY IMPROVEMENT PLAN PERFORMANCE REPORT BE APPROVED <i>(the report will proceed to the Resource and Audit Committee for review of executive compensation)</i>	S	D. Tonin	195-214
4:15pm	4.0	Medical Advisory Committee Presentation				
		<i>Department of Critical Care – Dr. Waleed Alhazzani</i>				
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		
	5.3	<i>Report of Presidents</i>		R2/S	B. Guest D. Higgins C. Gosse	215-227
	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	228
	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	229-230

Time	Item	Topic	Motion	Values	Lead	Page
	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	231- 232
4:50pm	6.0	Information / Education Items				
	6.1	Walkabout Schedule and Council Meeting Schedule		R2 / E	S. Monzavi	233- 235
	6.2	HNHB Board Meeting Briefing Note				
4:50pm	7.0	Adjournment				
	7.1	<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	8.0	Break followed by Closed Session				



Committee: **St. Joseph's Hamilton Joint Boards of Governors – OPEN SESSION** Date: April 26, 2018
 Called to order at: 1530 hours Adjourned: 1700 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.


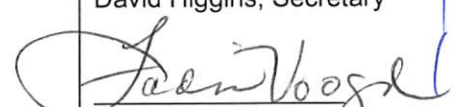
Location: Dofasco Boardroom – Juravinski Innovation Tower
 Present: Mr. S. Monzavi, Chair, Mr. A. Korstanje, Mr. R. Dobson, Mr. T. Thoma, Mrs. B. Beaudoin, Dr. M. Guise, Mr. D. Tonin, Mrs. M. Taylor, Mrs. L. McNeil, Dr. N. Agarwal, Dr. T. Stewart, Ms. W. Doyle, Mr. R. Rocci, Mr. P. Tice, Dr. C. Byrne, Dr. K. Smith, Mr. L. Clayton.
 Regrets: Dr. P. O'Byrne, Mrs. C. Olsiak, Dr. G. Rutledge.
 Resource Staff: Dr. D. Higgins, Mrs. F. Voogd, Dr. C. Gosse, Mr. B. Guest, Mrs. S. Makawita, Mrs. S. Filice-Armenio, Ms. M. Ewen.
 Guests: Dr. I. Buchanan.
 NEXT MEETING May 31, 2018

Subject	Discussion
<p>1. PROTOCOL</p>	
<p>CALL TO ORDER</p>	<p>The meeting was called to order at 1530 hours by S. Monzavi.</p>
<p>1.1 OPENING PRAYER</p>	<p>P. Tice opened the meeting with a prayer. There was reflection with respect to the value of RESPONSIBILITY.</p>
<p>1.2 INTRODUCTION OF GUESTS</p>	<p>All invited guests were introduced.</p>
<p>1.3 DECLARATION OF CONFLICT OF INTEREST</p>	<p>There was no conflict of interest declared.</p>
<p>1.4 APPROVAL OF AGENDA</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 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS AGENDA BE APPROVED AS CIRCULATED</p>
<p>1.5 PRESENTATION – 2018 JOINT BOARD COMPETITION AROUND THE BAY</p>	<ul style="list-style-type: none"> B. DeRubeis and L. Potocnik from the SJHC Foundation Board of Directors presented the JBG with the trophy and cupcakes as the JBG were the winners of the Around the Bay Board competition this year.
<p>1.6 REPORT OF THE SJHS PRESIDENT AND CEO</p>	<ul style="list-style-type: none"> SJHS Day of the Worker – “Leaders of the Mission” will be held on May 1st. Dr. Danielle Martin, an acclaimed writer and speaker on the issue of Canadian health care, will be the guest speaker at the event. An update on the ICC Project was provided. It was noted that Quality Based Procedures (QBP) for knees is now the standard in Ontario, and this due to the work which has been carried out at SJHH.

Subject	Discussion
<p>2. CONSENT AGENDA</p> <p>2.1 APPROVAL OF ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS OPEN MINUTES</p> <p>2.2 GOVERNANCE, MISSION AND VALUES COMMITTEE MINUTES AND MOTIONS</p> <p>2.3 RESOURCE AND AUDIT COMMITTEE MINUTES AND MOTIONS</p>	<ul style="list-style-type: none"> • K. Smith noted various leadership changes which will occur in the near future. A deep gratitude of thanks was extended to Dr. David Higgins, who will be retiring at the end of June. Dr. Higgins has provided outstanding leadership to SJHH over the years – as a physician, physician leader, mentor, educator and administrator. Thanks were extended to all members of the management team for their support over K. Smith's term of the President and CEO of SJHS. S. Monzavi extended sincere thanks on behalf of the JBG to K. Smith over his term as President and CEO of the System. <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 OPEN SESSION OF THE MARCH 29, 2018 ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS COMMITTEE BE APPROVED</p> <ul style="list-style-type: none"> • It was noted that the generative topic of today's JBG will be on "Strategy – Part A" as we work towards the formulation of a new Strategic Plan. Part B will occur at the May JBG Meeting. • The Governance, Mission and Values Committee meeting originally scheduled for May 1st will be rescheduled for mid-May. It was noted that interviews for board positions on the JBG will be occurring on May 9th. <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 APRIL 3, 2018 BE ACCEPTED FOR INFORMATION</p> <ul style="list-style-type: none"> • The report of the Resource and Audit Committee was overviewed. • The Annual Report for Home Care was reviewed. • An update on Home Care with respect to food services was provided. • It was noted that funding information arrived at the end of March. ACTION: IT WAS REQUESTED THAT THE SJHH BALANCE SHEET BE CIRCULATED TO JBG MEMBERS FOR THEIR INFORMATION THROUGH THE RESOURCE AND AUDIT COMMITTEE • Discussion occurred on wait times and it was noted that a further update will be provided at a future meeting. <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 APRIL 25, 2018 BE ACCEPTED FOR INFORMATION</p>

Subject	Discussion
<p data-bbox="138 561 418 619">3. QUALITY AND PATIENT SAFETY</p> <p data-bbox="138 653 469 742">3.1 QUALITY COMMITTEE MINUTES, MOTIONS AND REPORT</p>	<ul data-bbox="561 193 1520 251" style="list-style-type: none"> • It was noted that if any JBG members are interested in serving on the Human Resource Sub-Committee, please notify S. Makawita. <p data-bbox="889 285 1182 312" style="text-align: center;"><u>All JBG Voting Members</u></p> <p data-bbox="513 342 1528 404"><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p data-bbox="513 451 1474 512">THAT THE REVISED TERMS OF REFERENCE FOR THE HUMAN RESOURCE SUBCOMMITTEE BE APPROVED</p> <ul data-bbox="561 640 1560 1293" style="list-style-type: none"> • A patient story was relayed with respect to the General Internal Medicine (GIM) Program. This story illustrated the importance of providing clear communication with staff including scripting on how to handle difficult family situations, proper escalation processes and providing early engagement with all family members at the time of patient admission. • Webex presentations on the GIM Quality Report, Patient Safety Priority: Improving Transitions for SJHH, SJHC and SJVD, and Patient Engagement Strategy for SJHH, SJHC and SJVD were highlighted. • The monthly critical incident report was reviewed. • A Dovetale Briefing Note was presented. The briefing note describes expected patient safety and quality improvements as a result of the implementation of Dovetale. Areas addressed included: clinical benefits, quality improvement plans and impact of Dovetale, and incident reporting system. ACTION: THE ICT SUBCOMMITTEE WILL BE INVITED TO COME TO THE JUNE MEETING OF THE JBG TO PRESENT NEXT STEPS • Discussion occurred with respect to the changes that are taking place in residency training programs that affect all teaching hospitals across Canada. Discussion is ongoing between McMaster, SJHH and HHS on potential approaches in dealing with this issue. ACTION: A BRIEFING NOTE OUTLINING STRATEGIES AND OPTIONS TO ADDRESS THIS ISSUE WILL BE BROUGHT FORWARD TO THE JBG <p data-bbox="889 1355 1182 1383" style="text-align: center;"><u>All JBG Voting Members</u></p> <p data-bbox="513 1412 1528 1474"><i>ON MOTION DULY MADE AND SECONDED THE FOLLOWING RESOLUTION WAS PASSED:</i></p> <p data-bbox="513 1510 1458 1572">THAT THE MINUTES OF THE QUALITY COMMITTEE OF APRIL 10, 2018 BE ACCEPTED FOR INFORMATION</p> <ul data-bbox="561 1604 1560 1881" style="list-style-type: none"> • Dr. I. Buchanan gave an informative presentation on Emergency Department Admission Avoidance – A Multidisciplinary Approach. Background, goal, resources, strategy, 2017 results, next steps and the patient voice was highlighted. It was noted that the impact of this program results in patient satisfaction, optimize and align resources, facilitate ED efficiency, provides value added admissions and decreases return visits. • In response to a question, it was noted that this program currently operates during day hours, however there is a potential for expansion of the program in the evening hours.
<p data-bbox="138 1610 440 1700">4. MEDICAL ADVISORY COMMITTEE PRESENTATION</p>	

Subject	Discussion
<p>5. REPORTS</p> <p>5.1 REPORT OF CHAIR</p> <p>5.2 REPORT OF THE PRESIDENT AND CEO SJHS</p> <p>5.3 REPORT OF PRESIDENTS</p> <p>5.3.1 Update on SJVD – B. Guest</p> <p>5.3.2 Update on SJHC – C. Gosse</p> <p>5.3.3 Update on SJHH – D. Higgins</p> <p>5.4 REPORT OF THE CHIEF NURSING OFFICER</p> <p>5.5 VICE PRESIDENT RESEARCH</p> <p>5.6 REPORT OF THE CHIEF OF STAFF</p>	<ul style="list-style-type: none"> • Potential risk of a “too strong” mindset related to Admission Avoidance was discussed. It was noted that the clinical team carefully follows up with calls to patients with more fragile circumstances. • It was noted that some patients, depending on the issues upon presentation, receive follow up care via phone calls post-discharge. <ul style="list-style-type: none"> • W. Doyle has agreed to take on the role of Interim President SJHH. W. Doyle was thanked for agreeing to take on this role during the transition phase. • S. Monzavi and A. Korstanje attended a meeting with Sr. A. Anderson and other offices of the SJHS sister organizations on April 17th. • The Annual Meeting of the SJV Estates was held on April 19th and was attended by S. Monzavi and R. Rocci. The meeting was very well attended by the residents. • The Chief of Staff Evaluation Process is ongoing. • S. Monzavi will be attending the SJHC Accreditation on April 30th. <ul style="list-style-type: none"> • This item was moved to 1.6. <ul style="list-style-type: none"> • Discussion ensued with respect to the posting of SJVD performance levels. Noted that ratings are revised every quarter. • There was no further discussion. • There was no further discussion. <ul style="list-style-type: none"> • A briefing note on patient experience communication boards was provided. Current state, background, work to date, action plan and current trial and sample of finalized communications boards were highlighted. • In response to a question, it was noted that it is an actual whiteboard and is quite visible and easy to read by patients, and allows them to communicate issues that are important to them as patients. • There was no report this month. <ul style="list-style-type: none"> • An update was provided on changes in mental health leadership, physician recruitment, head and neck oncology, the Niagara Health System and Haldimand War Memorial Hospital.

Subject	Discussion
<p>5.7 REPORT OF THE PRESIDENT PROFESSIONAL STAFF ASSOCIATION</p> <p>5.8 REPORT OF FOUNDATION PRESIDENTS</p> <p>SJVD FOUNDATION</p> <p>SJHH FOUNDATION</p> <p>6. INFORMATION EDUCATION ITEMS</p> <p>7. OTHER BUSINESS</p> <p>8. ADJOURNMENT</p>	<ul style="list-style-type: none"> • There was no report this month. <ul style="list-style-type: none"> • There was no report this month. • The major gifts teams continues to focus its efforts on raising funds for redevelopment projects, research and equipment needs. • The Around the Bay Road Race was a tremendous success and we are anticipating revenues of more than \$512K (net). • The Paris to Ancaster Road Race will be held on Sunday, April 29th. • The Shopper's Drug Mart Annual Beauty Gala will be held at local stores on May 5th and at the West 5th Campus on May 6 in support of St. Joseph's Women's Mental Health Program. The Shoppers Run for Women in support of SJHH will be held on June 2nd. • The boards of the hospital and the foundation were thanked for their tremendous support of the Around the Bay. The hospital board edged the foundation board this year, and members were presented with the cupcake trophy. <ul style="list-style-type: none"> • Walkabout Schedule and Council Meeting Schedule • HNHB Board Meeting Briefing Note <ul style="list-style-type: none"> - Various funding announcements were highlighted. <ul style="list-style-type: none"> • There was no other business. <p>THAT THE OPEN SESSION OF THE ST. JOSEPH'S HAMILTON JOINT BOARDS OF GOVERNORS BE ADJOURNED</p> <p>_____ Sonny Monzavi, Chair</p> <p> David Higgins, Secretary</p> <p> Fadia Voogd, Recorder</p>